

Carroll County Line - Item Transfer Request

Request # 2023- 001
Date: May, 23, 2023
Department: Environmental
<p>Attach written explanation, including the date the line-item exceeded budget, on department letterhead.</p>

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
300.4414.009.0	Salaries	\$ 895,473.00	\$ 260,188.00	\$ 635,285.00	\$ 10,000.00
TOTAL					\$ 10,000.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
300.4414.005.0	Overtime	\$ 5,000.00	\$ 8,147.00	\$ (3,147.00)	\$ 10,000.00
TOTAL					\$ 10,000.00

Approval: Date: May 31, 2023
 Commissioners
 Requested by (Dept Head Signature) Terry McCarthy, Chairman Date: 6/5/23
 Executive Committee
 Signature [Signature]
 2nd Dept Head Signature (req for interdepartmental) Matthew Plache, Vice Chairman Signature [Signature]
 Reviewed by Finance (Signature & Title) Kimberly Tessari, Clerk Signature [Signature]
 Signature [Signature]
 Signature [Signature]

Mountain View Community
93 Water Village Road
Ossipee, NH 03864

Center for Rehabilitation and Transitional Living



2023-001

May 23, 2023

Dear Commissioner's,

Please accept line item request for 300.4414.009,000 to 300.4414.005,000.

Transfer of \$10,000.00 needed to cover anticipated funds needed for overtime due to staff shortage.

Respectfully Submitted,




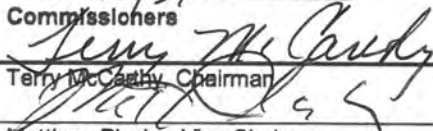
Deirdra Brown

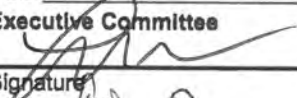
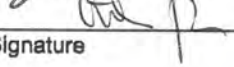

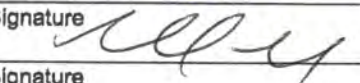
Carroll County Line - Item Transfer Request

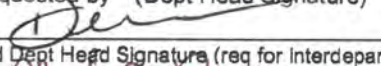
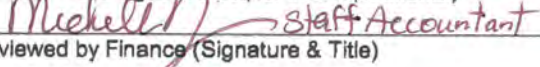

Request # 2023-002
 Date: May. 23, 2023
 Department: **Dietary**

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
300.4412.009.0	Salaries	\$ 1,107,200.00	\$ 343,501.00	\$ 763,699.00	\$ 8,000.00
TOTAL					\$ 8,000.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
300.4412.005.0	Overtime	\$ 7,000.00	\$ 6,113.00	\$ 887.00	\$ 8,000.00
TOTAL					\$ 8,000.00

Attach written explanation, including the date the line-item exceeded budget, on department letterhead.

Approval:  Date: May 21, 2023
 Commissioners
 Terry McCarthy, Chairman

 Matthew Plache, Vice Chairman

Date: 6/5/23
 Executive Committee

 Signature

 Signature

 Signature

 Signature

Requested by (Dept Head Signature) 
 2nd Dept Head Signature (req for Interdepartmental)  Staff Accountant
 Reviewed by Finance (Signature & Title)  Kimberly Tessari, Clerk

Mountain View Community
93 Water Village Road
Ossipee, NH 03864

Center for Rehabilitation and Transitional Living



2023-002

May 23, 2023

Dear Commissioner's,

Please accept line item request for 300.4412.009.000 to 300.4412.005.000.

Transfer of \$8,000.00 needed to cover anticipated funds needed for overtime due to staff shortage.

Respectfully Submitted,

Deirdra Brown

Carroll County Line - Item Transfer Request

Request # 2023-003

Date: May. 23, 2023

Department: **Nursing**

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
300.4413.007.0	Salaries - LNA, MNA	\$ 3,264,373.00	\$ 1,025,815.00	\$ 2,238,558.00	\$ 300,000.00
TOTAL					\$ 300,000.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
300.4413.023.0	Agency	\$ 300,000.00	\$ 343,258.00	\$ (43,258.00)	\$ 300,000.00
TOTAL					\$ 300,000.00

Attach written explanation, including the date the line-item exceeded budget, on department letterhead.

Approval:

Date: May 31, 2023

Commissioner

Terry McCarthy

Terry McCarthy, Chairman

Matthew Plache

Matthew Plache, Vice Chairman

Kimberly Tessari, Clerk

Date:

6/5/23

Executive Committee

[Signature]

Signature

[Signature]

Signature

Signature

[Signature]

Signature

[Signature]

Signature

[Signature]

Requested by (Dept Head Signature)

2nd Dept Head Signature (req for interdepartmental)

Mickela [Signature] Staff Accountant

Reviewed by Finance (Signature & Title)

Mountain View Community
93 Water Village Road
Ossipee, NH 03864

Center for Rehabilitation and Transitional Living



2023-003

May 23, 2023

Dear Commissioner's,

Please accept line item request for 300.4413.007.000 to 300.4413.023.000.

Transfer of \$300,000.00 needed to cover anticipated funds needed for Agency due to staff shortage.

Respectfully Submitted,

Deirdra Brown

Mountain View Community
93 Water Village Road
Ossipee, NH 03864

Center for Rehabilitation and Transitional Living



2023-004

May 23, 2023

Dear Commissioner's,

Please accept line item request for
300.4413.007.000 to 300.4411.0021.000.

Transfer of \$101,192.00 needed to pay to CMS for
a fine received from infection control survey.

Respectfully Submitted,

Deirdra Brown

Carroll County Line-Item Transfer Request

Request # 2023-05
Date: 6-14-23
Department: Corrections
Reason for Request:
See attached letter of request.

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
100.4230.039	Supplies	\$49,300.00	\$11,232.41	\$33,452.82 38,067.59	\$5,000.00
TOTAL					5,000.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
100.4230.053	Inmate Clothing	\$3,500.00	\$1,995.73	\$1,504.27	\$5,000.00
TOTAL					5,000.00

Finance will complete the highlighted sections

	Approval:	Date: <u>June 14, 2023</u>	Date: _____
	Commissioners		Executive Committee
Requested by (Dept Head Signature)	Terry McCarthy, Chairman		Signature
2nd Dept Head Signature (required for interdepartmental)	Matthew Plache, Vice Chairman		Signature
	Reviewed by Finance (Signature & Title)	Kimberly Tessari, Clerk	Signature
			Signature
			Signature



**CARROLL COUNTY
DEPARTMENT OF CORRECTIONS**

P.O. Box 688
50 County Farm Road
Ossipee, New Hampshire 03864
Phone 603-539-2282
Fax 603-539-7381



Sean Eldridge
Superintendent

Patrick Bacheider
Deputy Superintendent

Cherie Iannuzzi
Administrative Assistant

Michael Baker
Captain

2023-005

To: Board of Commissioners
Fr: Superintendent Sean Eldridge
Re: Line transfer
Date: 6-14-23

Good morning/afternoon,

After reviewing our inmate clothing inventory it has come to our attention the need to place a large order for inmate clothing under garments, pants, shirts and sweatshirts. It has been approximately three years since we have ordered any of these clothing items and many of these items are in need of replacement due to being worn out.

Currently line number 100.4230.053.000 Inmates Clothing has a remaining balance of \$1,504.27 out of a budgeted amount of \$3,500, which are current clothing order comes to \$6,500.00 leaving a short fall of \$4,995.73.

At this time, I am requesting a line transfer approval of \$5,000 dollars from line number 100.4230.039.000 Supplies which has a remaining balance of \$38,067.59 out of a budgeted amount of \$49,300.00 to be transferred to line number 100.4230.053.00 Inmate Clothing.

Respectfully Submitted,



Superintendent Sean Eldridge

Carroll County Line-Item Transfer Request

Request # 2023-~~2023~~⁰⁰⁶
 Date: 6/21/2023
 Department: Medical Referee

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
100.4123.007.000	Salaries	\$ 689,822.00	\$ 289,290.42	\$400,531.58	\$ 26,000.00
TOTAL					\$ 26,000.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
100.4123.090.000	Department Spec	\$ 10,900.00	\$ 3,467.76	\$ 7,432.24	\$ 26,000.00
TOTAL					\$ 26,000.00

County Attorney

Attach written explanation, including the date the line-item exceeded budget, on department letterhead.

Approval: Date: June 29, 2023
 Commissioners
 Terry McCarthy, Chairman
 Matthew Plache, Vice Chairman

Date: _____
 Executive Committee

Requested by (Dept Head Signature) [Signature] Terry McCarthy, Chairman Signature

2nd Dept Head Signature (req for interdepartmental) [Signature] Matthew Plache, Vice Chairman Signature

Reviewed by Finance (Signature & Title) Meckell J Staff Accountant Chuck McGee, Clerk Signature

Signature _____

Signature _____

Deputy County Attorney
Keith D. Blair

Carroll County Attorney
State of New Hampshire

Assistant County Attorneys
Christopher Mignarelli
J. Garrett Tynes
Jessica Strvelas
Nicholas Downing



Michaela D. O'Rourke-Andruzzi
County Attorney

Victim Services Associate
Taylor Strickland

Investigator
Jody Baker

2023-006

REQUEST FOR LINE ITEM TRANSFER

To: Carroll County Commissioners
From: Carroll County Attorney
Date: 6/21/2023
Re: Prosecutor by Karpel Software Licensing
CC: Bonnie Batchelder, CFO

Commissioners,

We are requesting a \$26,000 line item transfer from the salary line 100-4123-007-100 to the Department Specific Software line 100-4123-090-100 in order to cover the cost of additional licenses that have been added over the past 9 years as the office has grown.

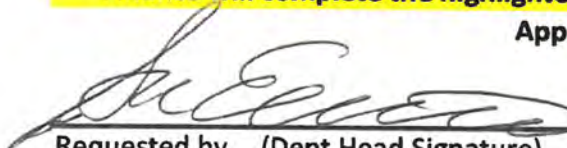
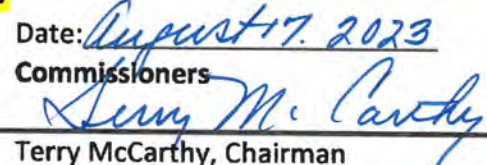
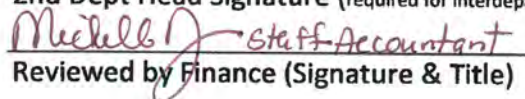
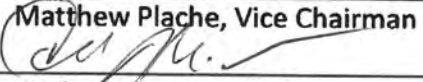
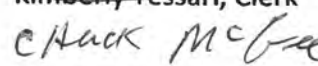
We appreciate your understanding and your time.

Carroll County Line-Item Transfer Request

Request # 2023-0307
Date: 07-20-23
Department: Corrections
Reason for Request:
See attached letter of request.

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
100.4230.024	Legal	\$2,000.00	\$0.00	\$2,000.00	\$800.00
TOTAL					800.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
100.4230.070.0	Travel	\$4,500.00	\$3,736.04	\$763.96	\$800.00
TOTAL					800.00

Finance will complete the highlighted sections

<p style="text-align: center;">Approval:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">  Requested by (Dept Head Signature) </div> <div style="width: 30%;"> Date: <u>August 17, 2023</u> Commissioners  Terry McCarthy, Chairman </div> <div style="width: 30%;"> Date: _____ Executive Committee Signature </div> </div>
<p>2nd Dept Head Signature (required for interdepartmental)</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">  Reviewed by Finance (Signature & Title) </div> <div style="width: 30%;"> Matthew Plache, Vice Chairman  Kimberly Tessari, Clerk  </div> <div style="width: 30%;"> Signature Signature Signature </div> </div>

2023-007



**CARROLL COUNTY
DEPARTMENT OF CORRECTIONS**

P.O. Box 688
50 County Farm Road
Ossipee, New Hampshire 03864
Phone 603-539-2282
Fax 603-539-7381



Sean Eldridge
Superintendent

Patrick Bachelier
Deputy Superintendent

Cherie Iannuzzi
Administrative Assistant

Michael Baker
Captain

To: Board of Commissioners
Fr: Superintendent Sean Eldridge
Re: Line transfer
Date: 7-19-23

When reviewing our travel line number 100.4230.070.000, which was budgeted for \$4,500 dollars is currently, showing a remaining available balance of \$763.96 dollars. The current remaining balance in this line leaves a short fall of approximately \$519.61 dollars once we purchase the hotel rooms needed for the upcoming county conference held in October.

At this time, I am requesting approval for a line transfer from line number 100.4230.024.000 Legal for the sum of \$800.00 dollars to be transferred into line number 100.4230.070.000 Travel. This will then allow us to move forward with booking the hotel rooms needed.

Respectfully Submitted,

Superintendent Sean Eldridge



Mountain View Community
93 Water Village Road
Ossipee, NH 03864

2023-009

Aug. 29, 2023

Dear Commissioner's,

Please accept line item request for 300.4411.029.000 (Fees and Services) to 300.4411.037.000 (Dues, Licenses/Subscription).

Transfer of \$549.00 needed to cover increase in NH Assc. fee, Amazon Prime membership and Adobe membership.

Respectfully Submitted,

Deirdra Brown

Carroll County Line - Item Transfer Request

Request # 2023-009
 Date: Aug. 29, 2023
 Department: Administration

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
300.4411.029.000	Fees and Services	\$ 6,030.00	\$ 290.00	\$ 6,030.00 5740	\$ 549.00
TOTAL					\$ 549.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
300.4411.037.000	Due/Licenses/Subscrip	\$ 6,000.00	\$ 6,548.88	\$ (548.88)	\$ 549.00
TOTAL					\$ 549.00

Attach written explanation, including the date the line-item exceeded budget, on department letterhead.

Approval: _____ Date: 8/31/23
 Commissioners _____
 Requested by [Signature] (Dept Head Signature) Terry McCarthy, Chairman _____ Signature
 2nd Dept Head Signature (req for interdepartmental) Chuck McGee, Clerk _____ Signature
 Reviewed by Finance (Signature & Title) Michelle J Staff Accountant _____ Signature
 _____ Signature
 _____ Signature



Mountain View Community
93 Water Village Road
Ossipee, NH 03864

2023-010

Aug. 29, 2023

Dear Commissioner's,

Please accept line item request for 300.4412.017.000 (Education and Conferences) to 300.4412.037.000 (Dues, Licenses/Subscription).

Transfer of \$251.00 needed to cover increase in Cost of RDS Subscription used for resident diets and meal tickets.

Respectfully Submitted,

Deirdra Brown

Mountain View Community
93 Water Village Road
Ossipee, NH 03864



2023-011

Aug. 29, 2023

Dear Commissioner's,

Please accept line item request for 300.4413.008.000 (Salaries RN/LPN) to 300.4413.005.000 (Overtime).

Transfer of \$50,000.00 needed to cover shortage/anticipated funds needed for overtime due to staff shortage.

Respectfully Submitted,

Deirdra Brown

Mountain View Community
93 Water Village Road
Ossipee, NH 03864



2023-013

Aug. 29, 2023

Dear Commissioner's,

Please accept line item request for 300.4416.039.000 (Supplies) to 300.4416.082.000 (Equipment).

Transfer of \$1435.00 needed to cover cost of repairs to electric wheelchair.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Deirdra".

Deirdra Brown

Mountain View Community
93 Water Village Road
Ossipee, NH 03864



2023-014

Aug. 29, 2023

Dear Commissioner's,

Please accept line item request for 300.4419.064.000 (Ambulance - Skilled) to 300.4419.060.000 (Radiology Skilled).

Transfer of \$2000.00 needed to cover increase/anticipated cost of Radiology Skilled.

Respectfully Submitted,

Deirdra Brown

Carroll County Line - Item Transfer Request

Request # 2023-014
 Date: Aug. 29, 2023
 Department: Special Services

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
300.4419.064.000	Ambulance - Skilled	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 2,000.00
TOTAL					\$ 2,000.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
300.4419.060.000	Radiology - Skilled	\$ 1,100.00	\$ 1,863.00	\$ (763.00)	\$ 2,000.00
TOTAL					\$ 2,000.00

Attach written explanation, including the date the line-item exceeded budget, on department letterhead.

Approval: _____ Date: 8/31/23
 Commissioners
Terry M. Carthy
 Terry McCarthy, Chairman
 Date: _____
 Executive Committee

Requested by _____ (Dept Head Signature)
 Signature

2nd Dept Head Signature (req for interdepartmental)
Michele D. Staff Accountant
 Signature

Reviewed by Finance (Signature & Title)

 Signature

Signature

Signature

Mountain View Community
93 Water Village Road
Ossipee, NH 03864



2023-015

Aug. 29, 2023

Dear Commissioner's,

Please accept line item request for 300.4419.055.000 (Speech Therapy Part B) to 300.4419.058.000 (Labs - Skilled).

Transfer of \$3,650.00 needed to cover increase/anticipated cost of Labs - Skilled.

Respectfully Submitted,

Deirdra Brown

Carroll County Line - Item Transfer Request

Request # 2023-015
 Date: Aug. 29, 2023
 Department: Special Services

From Account #	Account Name	Budgeted Amount:	Expense YTD:	Available	Transfer Amount Requested:
300.4419.055.000	Speech Therapy - Part B	\$ 80,000.00	\$ 18,486.00	\$ 41,514.00*	\$ 3,650.00
			20490	39,510	
TOTAL					\$ 3,650.00
To Account #	Account Name	Budgeted Amount	Expense YTD:	Available	Transfer Amount Requested:
300.4419.058.000	Labs Skilled	\$ 2,750.00	\$ 3,720.00	\$ (970.00)	\$ 3,650.00
TOTAL					\$ 3,650.00

Attach written explanation, including the date the line-item exceeded budget, on department letterhead.

Approval: _____ Date: 8/3/23
 Commissioners

 Terry McCarthy, Chairman

Date: _____
 Executive Committee

Requested by  (Dept Head Signature) _____ Signature

2nd Dept Head Signature (req for interdepartmental) _____ Signature
 Staff Accountant

Reviewed by Finance (Signature & Title) _____ Signature
 _____ Signature
 _____ Signature



Mountain View Community
93 Water Village Road
Ossipee, NH 03864

2023-016

Aug. 29, 2023

Dear Commissioner's,

Please accept line item request for 300.4419.057.000 (Occupational Therapy Part B) to 300.4419.056.000 (Occupational Therapy Skilled).

Transfer of \$15,000.00 needed to cover shortage/anticipated funds needed for overtime due to staff shortage.

Respectfully Submitted,

Deirdra Brown

