

COUNTY OF CARROLL

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Weekly Report to Commissioners

From: Fergus Cullen, CFO
Date: December 16, 2020 Covering weeks of 12/9/20 – 12/15/20

<p>A. My Plans and Goals for This Past Week Were: (cut and paste Section C from last week's report)</p>
<ol style="list-style-type: none">1. Research employee NHRS rates and DRA guidance on recommended fund balance2. Gain better understanding of GOEFFER/COVID revenues & budget impact for 20203. Follow-up with Bank NH about getting access to our accounts4. Prepare line item transfers and encumbrances
<p>B. Where Those Stand and What I Did This Past Week:</p>
<ol style="list-style-type: none">1. NHRS: It is 7% (Group 1) and 11.55% (Group 2). There are recommended fund balance ranges guided by the NH Government Finance Officers Association of 5-15% of regular general fund operating revenues, or 8-17% of regular general fund operating expenditures. Communicated these two items to delegation following up on their last meeting.2. Need to continue working on this.3. Bank NH: Still do not have access to accounts but Treasurer Costello is assisting with getting this unstuck4. Started this, need to continue it5. Assisted attorney's office on some budget matters; corrected two items using journal entries6. Researched past county tax revenue for Treasurer Costello7. Discussed with Kathy to review end of fiscal year issues With help from Ruby, got access to Checkmate, our payroll system.8. Inquired of Melanson about the status of the 2019 audit9. Kathy gave a Laura and me a demo on how to make a remote deposit. Hardware & software being installed today allowing Laura to also do remote deposits.10. Worked with Bob Murray to define his remaining capital encumbrances & line item transfers.11. Established a consolidated Amazon Business account to centralize some county purchasing, take advantage of group discounts & one Prime membership fee. Pay by invoice instead of by credit card.12. Observed printing of a check run13. MVC bond re-fi: Gathered existing bond details, reached out to bond counsel for thoughts
<p>C. My Plans and Goals for This Coming Week Are:</p>
<ol style="list-style-type: none">1. Prep all encumbrances for end of year for next week's commissioners meeting2. Resolve question about Fed grant reimbursement for attorney's office that crossed fiscal years3. Prep summary of Covid funds that came to county in 2020