

STATE OF NEW HAMPSHIRE

# CARROLL COUNTY



ANNUAL REPORT

YEAR ENDING DECEMBER 31, 2022

# 2022 Annual Report

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**County Commissioners**

Terry McCarthy (R-Conway), Chairman  
Matthew Plache (R-Wolfeboro), Vice Chairman  
Kimberly Tessari (R-Ossipee), Clerk

**Treasurer**

Joe Costello

**County Attorney**

Michaela Andruzzi

**Register of Deeds**

Lisa Scott

**Sheriff**

Domenic Richardi

**Chief Financial Officer**

Bonnie Batchelder-Edson

**Human Resources Director**

Linda Matchett

**Nursing Home Administrator**

Deirdra Brown

**Superintendent of Corrections**

Sean Eldridge

**Director of Facilities**

Robert Murray

**Director of Public Works**

William DeWitte

**Executive Coordinator**

Mellisa Seamans

## **REPRESENTATIVES TO THE GENERAL COURT**

### **District 1 Conway**

Tom Buco (D-Conway)  
David Paige (D-Conway)  
Steve Woodcock (D-Conway)

### **District 2 Albany, Bartlett, Chatham, Hale's Location, Hart's Location, Jackson, Sandwich**

Anita Burroughs (D-Bartlett)  
Chris McAleer (D-Jackson)

### **District 3 Madison, Moultonborough, Tamworth**

Richard Brown (R-Moultonborough)  
Karel Crawford (R-Moultonborough)

### **District 4 Brookfield, Eaton, Effingham, Freedom, Wakefield**

Lino Avellani (R-Wakefield)  
Michael Belcher (R-Wakefield)

### **District 5 Ossipee**

Jonathan Smith (R-Ossipee)

### **District 6 Tuftonboro, Wolfeboro**

John MacDonald (R-Wolfeboro)  
Katy Peternel (R-Wolfeboro)

### **District 7 Ossipee, Tuftonboro, Wolfeboro**

Glenn Cordelli (R-Tuftonboro)

### **District 8 Brookfield, Eaton, Effingham, Freedom, Madison, Moultonborough, Tamworth, Wakefield**

Michael Costable, Jr. (R-Freedom)  
Mark McConkey (R-Freedom)

## **REPORT OF CARROLL COUNTY COMMISSIONERS**

The Carroll County Commissioners would like to begin their report with a heartfelt thank you to all Carroll County staff for your dedication, hard work, compassion, and commitment to excellence in public service.

We started off 2022 distributing some of the County ARPA funds. Grants totaling \$508,832 were awarded to 21 non-profit organizations that had been negatively impacted by the Covid pandemic. We approved a funding request from the county attorney to add two paralegals to assist with the backlog of cases caused by the Covid-19 pandemic and shutdown. Bonus stipends were given to all County staff who had worked through 2021. And we approved funding for the register of deeds to purchase equipment and implement a new records management system to increase cybersecurity and improve remote working capability. In the Spring, we approved a contract with Underwood Engineers to complete a water system improvement study and approved the purchase of all new water meters and fire hydrants.

Throughout 2022 we continued updating policies, supporting changes recommended by our auditor to improve financial procedures and reporting, and underwent a thorough cybersecurity audit.

In October, the Carroll County Courthouse ownership reverted back to the County from the Ossipee Historical Society. The building was also named one of the Seven to Save by New Hampshire Preservation Alliance.

Recruiting and retaining staff continued to be a challenge throughout the year, especially for the dispatch center, jail, and nursing home. Two collective bargaining agreements were renegotiated, resulting in substantial wage increases for corrections officers and nursing home employees.

We ask that you take the time to review the following reports from our department heads and learn about the happenings at Carroll County.

## REPORT OF HUMAN RESOURCES DEPARTMENT

***Linda Matchett, Human Resources Director***

The year 2022 saw a complete changeover of the staff in the Human Resources Department. In January, Taylor Gunn joined the County as HR Generalist to replace Michelle Rogers who transferred to the Finance Department as Staff Accountant. In February, Director Chris Heroux left to pursue another opportunity, and I came onboard in March to replace him. Also in March, the position of Payroll Coordinator, held by Ruby-Ann Nugent, was moved into the department. It has been our pleasure to serve the more than 275 employees of Carroll County.

One of the first projects tackled was the review and merging of archival files of former employees. Housed in multiple locations, the files were audited to remove duplicate materials or those not required to be maintained, then alphabetized and stored appropriately, making access easier and more efficient.

A new, more cost-effective medical plan was implemented at a lower premium, thus saving employees and the county significant money. In addition, an Earned Time policy that replaced the Sick Leave/Vacation/Personal Days policies was implemented for non-union employees. In conjunction with the policy a Sick Leave Bank and Short-Term Disability were put into place.

Union negotiations with NCEU for the employees of the Department of Corrections were successful, and the new collective bargaining agreement will be effective April 1, 2023. In the fall, negotiations began with the AFSCME, the union that represents employees at the Mountain View Community.

An audit of the human resources policies was conducted throughout the year resulting in the revision of current policies as well as the creation of new policies to address topics not formerly covered. By year-end all but four of the policies were adopted by the Commissioners. The next step is to revise the Employee Handbook.

An underutilized benefit was the County's 457(b) tax-advantaged retirement savings plan; an opportunity for employees of government organizations to deposit a portion of their pre-tax earnings into investment accounts. Educational sessions were held, and the result was an increase in participation.

The department is pleased to have been the recipient of some remaining ARPA funds allowing us to purchase and implement a computerized Human Resource Information System which has streamlined processes and created efficiencies. The modules include an applicant tracking system with many features including the ability for employment candidates to apply for jobs online and the opportunity for the county to post openings on various electronic job boards at no cost. Additional modules include on-boarding and performance management.

In early winter, an audit of the position descriptions was started to ensure that all jobs within the County have an up-to-date description. The project has continued into 2023 and will be completed by year-end.

As with the nationwide trend, staffing continues to be a challenge, and the County finished the year with a net loss of fourteen (14) employees, most of those within the Department of Corrections and Mountain View Community.

In addition to processing weekly (all employees except Corrections), bi-weekly (Corrections), and monthly (Elected Officials) payroll cycles, the Payroll Coordinator assisted with providing information for 91-A

requests as well as the 2021 financial audit by answering questions, providing data, and producing reports. She performed monthly audits on the benefit invoices such as medical, dental, vision, short-term disability, life insurance, and supplemental insurance. In addition, she worked with the payroll provider to facilitate programming changes that captured data more accurately and added efficiencies. An important resource to our employees, she answered a myriad of questions from staff, helped employees and managers navigate the payroll/timekeeping system, and ensured paychecks were issued correctly and on-time.

Assigned to support the MVC, the HR Generalist recruited dozens of new employees, conducted new hire orientation and benefit briefings, assisted with the implementation of the HRIS, audited personnel records to ensure compliance, coached supervisors in resolving employee-related issues, and answered numerous questions from staff regarding benefits, compensation, policies, and procedures. She regularly interfaced with the New Hampshire Retirement System to provide employee data necessary to process refunds and retirement applications.

I want to thank my staff for their dedication and hard work during this year of transition.

## **REPORT OF CARROLL COUNTY ATTORNEY**

***Michaela Andruzzi, Carroll County Attorney***

The primary responsibility of the Office of the Carroll County Attorney is the prosecution of felony-level crimes in the Carroll County Superior Court. When a felony arrest is made or a felony investigation is completed and referred to our office, the prosecuting attorneys review the cases, consult with police departments and make a determination as to whether charges are appropriate, and, if so, what criminal charges will be brought. This process can include filing complaints in the Carroll County Superior Court and making presentations before a Grand Jury. The attorneys handle all pre-trial procedures and hearings, and if a case is not resolved by a plea or other non-trial resolution, it proceeds to a jury trial. The caseload at the Office of the Carroll County Attorney continues to be heavy. During 2022, approximately 609 felony-level and domestic violence case files were reviewed by this office. Attorneys formally presented charges to the Grand Jury for indictment consideration, and approximately 354 Superior Court cases were filed by this office. Additionally, attorneys from this office attended Child Advocacy Center Forensic Interviews, evaluated DCYF reports, issued "one-party" authorizations, and handled unattended death calls in Carroll County.

The responsibilities of the attorneys in our office are many. All Assistant County Attorneys, the Deputy County Attorney and the County Attorney are available to assist local law enforcement with case investigations and one-party authorizations. We remain on-call 24 hours a day to handle law enforcement inquiries. Additionally, an attorney must be available to consult on fatal accident scenes where potential criminal charges may be brought, as well as to consult on unattended deaths, and related investigations. Our prosecutors handle the numerous violations of probation that are brought by the NH Department of Corrections. In addition, the attorneys in our office meet regularly with members of law enforcement, social services, crisis workers, victim/witness coordinators, mental health professionals, and medical specialists in order to ensure the continued success of the Child Advocacy Center ("CAC") in Carroll County where we are part of a multidisciplinary team trained in the investigation and prosecution of physical and sexual abuse against children. The CAC is having a significant and positive impact on the investigation and prosecution of perpetrators of physical and/or sexual abuse on children.

In 2022, our office continued to deal with the crushing backlog of cases created by the Covid-19 pandemic and shut-down. Despite the heavy caseloads, the prosecutors in our office worked diligently to maintain the quality of our work and to seek justice for all victims of crime. We implemented a Diversion/Alternative Sentencing division within our office in order to better assist first-time and low level offenders get rehabilitative services and maintain a clean criminal record. This will enable them to pursue more productive choices in the future. We hired a criminal justice graduate, Justin Liechty, to fill the role of the director of this department.

Deputy Carroll County Attorney Keith Blair continues to assist in the management of the office and cases. He conducts regular trainings for the police departments and, along with the County Attorney, participated as an instructor in the first Basic Prosecutor Course in December of 2022.

The Victim/Witness Assistance Division of the Carroll County Attorney's Office. The success of any prosecution hinges on victims and witnesses being informed of, and feeling comfortable with, the intricacies and nuances of the court system. Throughout 2022, this office had two victim/witness coordinator positions that were filled by Heather Morgan and Bryce Couture.

In 2022, the County approved our request for a full-time investigator to help attorneys with issues that inevitably arise with the prosecution of cases. Those issues include: tracking down witnesses; conducting follow up interviews of victims and witnesses; obtaining medical and court records and various other documents. This office was fortunate to be able to hire Sgt. Jody Baker into this role. She brings a wealth of knowledge and experience to the office, including being trained in the forensic interviewing of sexual assault victims. Investigator Baker was formerly with the Moultonborough Police Department.

Annual Statistics, mandated by New Hampshire RSA 7:38 Of County Attorneys. – The county attorneys shall include in their annual reports full statistics regarding crimes and misdemeanors committed in their respective counties and such recommendations as in their judgment the public good requires.

<b><u>Type of Offense</u></b>	<b><u>2022</u></b>
DUI Felony	7
DUI Misdemeanor	328
Other Motor Vehicle Stops	12,770
Citations Issued	872
Property Crime Felony (Burglary, Theft, Shoplifting, Etc.)	367
Property Crime Misdemeanor	497
Domestic Violence Felony	64
Domestic Violence Misdemeanor	228
Violent Crime (except DV or Sexual Assault)	136
Sexual Assault Felony	42
Sexual Assault Misdemeanor	40
All Other Felonies	270
All Other Misdemeanors	1,268
Total Number of Felony Level Arrests	268

The Office of the Carroll County Attorney thanks the Commissioners and the County Convention for their unwavering support for victims of crime, and for helping us ensure that we have the resources necessary to prosecute cases.

## **REPORT OF CARROLL COUNTY REGISTRY OF DEEDS**

***Lisa Scott, Carroll County Register of Deeds***

*The Registry of Deeds office houses the official land records for all real estate in Carroll County from 1840 to date.*

The Registry of Deeds office began the new year with all new county owned office equipment, a new software land records management system and experienced staff ready to serve Carroll County. The land records management system provides recording, imaging, indexing and security and was made possible with funding provided by the American Rescue Plan Act. The system is designed to maintain secure essential business continuity. If the internet fails or the office experiences a power outage, operations automatically switch to an in-house server and generator. Recording carries on at the front counter without fail. Cyber security and synchronicity are built in with data stored both in and out of the cloud. Together, these improvements are intended to ensure that essential office services are maintained without fail.

Registry electronic data was converted to operate in the new land records management system. This involved creating non-proprietary images and converting data from many data tables. The Register and staff continue to "clean up" the existing database to ensure data is presented correctly and documents can be found. Numbers can now be indexed exactly as they are presented on documents: i.e. 100 Main Street LLC. In 2022 a "street" index for plans was added to the database. The staff is populating this data in the electronic database, back in time, for all plans, as time allows. The Registry held zoom classes to introduce how to navigate through the site and demonstrate the new search abilities. The upgrades have been well received by researchers, staff and the general public.

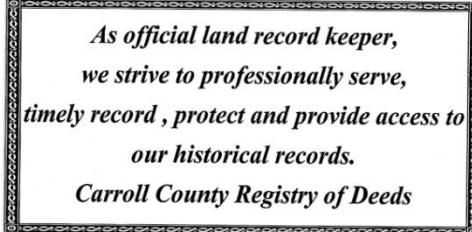
A sustained commitment by the Register of Deeds to restore and preserve the official land record continues, thanks to the support of the County Commissioners, the County Delegation and the County Treasurer. The life expectancy for treated documents is 300+ years. Full funding was successfully achieved when the Board of Commissioners, Delegation and Treasurer approved the purchase of a bond to fund the project at a true interest cost of 1.1802% for a term of 15 years. Most of the documents have been returned beautifully restored, we expect the return of all restored documents in early 2023.

With Covid concerns eased, we happily welcomed visitors back into the office to research and/or record. Recorded instruments are also available for public viewing, free of charge, on your phone, tablet or computer at our website [www.CarrollCountyNHDDeeds.gov](http://www.CarrollCountyNHDDeeds.gov), 24 hours a day, 7 days a week. No downloads or subscriptions are required and copies can be purchased online or at our office. Do not hesitate to call if you need assistance. The registry phone number is 603-539-4872.

The Registry of Deeds staff strives to provide excellent service for Carroll County. We do this with help from the Carroll County Commissioners, the Legislative Delegation, and all the departments in Carroll County Government.

The staff and I would like to mention our four legged associate, Arrow, who brings a calming influence to both our office family and to members of the public.

In conclusion, to all the citizens of Carroll County, thank you for trusting in me to serve you for yet another term in office.



### **Statistics for land transactions recorded in Carroll County, NH in 2022**

#### **Volume of recording at the Registry of Deeds:**

Transaction volume declined throughout the year. The usual busy fall season saw the most precipitous decline. Overall, the Registry of Deeds recorded 14,718 documents, a decrease of 24% from the prior year.

Recorded volume of deeds decreased sixteen percent (<16%)

Recorded volume of mortgages decreased thirty-three percent (<33%)

Recorded volume of liens decreased eighteen percent (<18%)

Recorded volume of foreclosures decreased percent (<25%)

Recorded volume of plans decreased sixteen percent (<16%)

Inventory of property on the market was very low and median sale prices were high. Mortgage rates increased throughout the year, making it harder to afford housing. Home sales are projected to continue to decline into 2023.

#### **Expenditures by the Office of the Registry of Deeds:**

Three pools of funds were drawn from to fund operations of the Registry of Deeds for 2022: the Carroll County General Fund; the American Rescue Plan Act and the Registry of Deeds Equipment Account (RSA 478:17-j).

Carroll County General Fund expenses for ongoing operations of the office were \$361,845.11 and archival restoration bond payments totaled \$499,760.86. The American Rescue Plan Act contributed \$243,814.39 to pay for the cost of all new office equipment, to purchase the new Land Records Management System, network hosting and disaster recovery. The Registry Equipment Account (RSA 478:17-j) purchased roller shelving at a cost of \$11,271.00.

All expenditures for 2022 totaled \$1,116,691.36. Expenditures from the Carroll County General Fund were \$861,605.97 leaving \$298,683.66 of General Fund money to fund other Carroll County government services.

#### **Revenue Collected by the Registry of Deeds:**

As agent for the State of New Hampshire, the Registry of Deeds collects real estate transfer tax and Land and Community Heritage Investment Program surcharge (LCHIP) when documents are recorded. The Registry retains 4% of these funds which are turned over to the County monthly.

In addition, the Registry assesses recording fees per RSA and other fees on purchases of items from the office. With the decline in volume, revenue contributed to the County declined. Registry of Deeds revenue contributed \$1,160,289.63 to the Carroll County general fund.

<b>2022 Revenue Breakdown:</b>	<b>State of New Hampshire</b>	<b>Carroll County</b>
State of New Hampshire Real Estate Transfer Tax .....	\$14,033,379.56	
State of New Hampshire LCHIP Surcharge .....	<u>\$245,880.00</u>	
Total Revenue: State of New Hampshire.....	\$14,279,259.56	
4% RETT County Commission .....		\$585,076.44
4% LCHIP County Commission .....		\$10,245.00
Copies/Online Account Maintenance Fee.....		\$182,817.74
Recording Fees, Postage, Refunds, Misc. Deposits & Interest .....		\$382,150.45
Total Revenue to County General Fund .....		\$1,160,289.63
Total Revenue & Interest to Deeds Equipment Account – (RSA 478:17-j).....		\$ 28,494.80
Total Revenue to County of Carroll.....		\$1,188,784.43
Total Revenue (New Hampshire and County).....		\$15,468,043.99

**Municipal Transactions in 2022:** (Note: Some parcels cross into multiple towns)

ALBANY	149	FREEDOM	570	SANDWICH	378
BARTLETT	1,149	HALE'S LOCATION	33	TAMWORTH	665
BROOKFIELD	153	HART'S LOCATION	23	TUFTONBORO	854
CHATHAM	41	JACKSON	317	WAKEFIELD	1,332
CONWAY	2,209	MADISON	673	WOLFEBORO	1,440
EATON	103	MOULTONBOROUGH	1,711	CARROLL CTY	1,457
EFFINGHAM	315	OSSIPEE	1,273	<b>GRAND TOTAL</b>	<b>14,749</b>

**REPORT OF CARROLL COUNTY SHERIFF**

*Domenic Richardi, Carroll County Sheriff*

The CC Sheriff's Office would like to dedicate this annual report to Deputy George Stevens, who was involved in an incident that involved gunfire in August of 2022. We are very thankful that he was not injured. We honor all law enforcement officers who put their lives on the line every day in order to keep our community safe.

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 2022.

**Deputies** are responsible for the timely service of civil process throughout Carroll County. In all, there were 1150 requests for civil process to serve. This resulted in revenue of \$62,872.00, which helps to reduce the amount of taxes raised 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. The MDT allow deputies to conduct their business without having to go through the communications center. It also helps the deputies to know what other calls maybe ongoing within the County.

Deputies Andrew Lipson, Jaclyn Cortese & Jacob Beaudet all joined us in from Moultonborough PD, where they had been gaining valuable experience. Being able to hire quality certified police officers is very fortunate for the County as it saves months of training and costs. It also gives us a glimpse of their abilities and performance prior to hiring them. I feel that they are all a good fit, and will work well within the Community and the law enforcement community. Please welcome them to Carroll County if you have the chance.

Deputy Richard Young retired from full time and remains in a part time capacity with the office. Corporal Britney Perley chose to leave for an opportunity with the Tamworth PD as a Sergeant. We greatly appreciate their work and dedication here and wish them continued success with us and other endeavors.

**The K-9 team** of Deputy Rowe and "Charlie" a female, Belgian Malinois is certified in narcotic detection and tracking. There were 120 related calls for the K9 team. These calls include reviews (air sweeps) and searches for persons, 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.

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 primarily spent on highway safety on the Kancamagus Highway and Route 302 in Harts Location. They also work with the campground hosts to keep 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.

Some of the Sheriff's Office 2022 statistics include:

Transports - Adult Prisoners - 106, Involuntary Emergency Admissions - 30, Juveniles - 4

**Arrests** –296 – This includes Capiases, Electronic Bench Warrants, Civil, Criminal, Protective Custody and all other arrests.

Investigations – Felony Offenses-81, Misdemeanor offenses 252, Violation offenses 121, M/V Accidents 134

**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.

In 2022, there were 80,849 Calls for Service handled by the Communications Center is:

EMS 18,754      Fire 2,097      Police 59,998

The Sheriff's Office Communication Center remains as backup for the Towns of Conway, and Wolfeboro dispatch centers.

The Communication Center is continuing with the Good Morning Program for towns that do not have a direct call into their local police department. 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. A phone is the only thing required to access this service. You may contact your local PD or the Sheriff's Office if you need further information.

There were extensive upgrades to the communications infrastructure completed in the last 8 years. There is still some work to do in various locations as the terrain in Carroll County is challenging for radio communication. Also at the end of 2022, we began a renovation to increase the area of the Communications Center here at the Administration building. This was to create an open floor plan to give each dispatcher more room and make the working environment better. The hope is to complete this by late spring of 2023.

In the Communications Center the dispatchers are truly the first responders. Dispatchers hear it while it is happening live and uncensored. We had a difficult time retaining individuals for various reasons. There were three individuals that left in 2022, Duncan Wentworth, Jon Gustafson, and Cameron Emmett. We were only able to hire one in 2022, Brian Burns. We greatly appreciate the individuals for their service to the County as Communications Specialists and wish them well in their future endeavors.

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 necessary 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. As we, all know this has been another abnormal year for everyone. 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. We have managed to get through it without any significant issues. We are filling our positions as soon as possible to make it easier on our employees.

## **REPORT OF MOUNTAIN VIEW COMMUNITY NURSING HOME**

***Deirdra Brown, MVC Administrator***

2022 was a year full of challenges amid the on-going COVID pandemic, staffing shortages and increase in costs for services and goods. Despite the restrictions, Mountain View had a solid 2022.

The strength of all that Mountain View represents is the staff. The dedication, passion and commitment of staff, who are working amid COVID guidelines into its third year and staff shortages, is first class. Our regular staff have had to rely on agency staff, management staff and anyone who could help on the floors. We have had dietary and recreation staff take the LNA classes to assist staff on the units. Our management staff is working their normal jobs and picking up shifts after hours on the floor. The staff have stepped up and made sure the residents are well cared for mentally, physically, and socially.

The residents enjoyed a variety of activities and events from trips to restaurants, shopping, Christmas light trips, animal zoo coming to MVC and of course our many entertainers and BINGO! They also enjoy regular exercise classes, reading groups and many in-house activities.

Financially 2022 was a good year – even though the pandemic and staffing crisis did result in a reduced average census. MVC remained one of the most stable nursing homes census in the state with a near 96% occupancy.

This year we continued to maintain a healthy mix of payer sources with Private pay at 27%, Medicaid at 69%, Pending Medicaid is 3 % and Med A 1%.

2022 we saw 23 admissions and 33 discharges. 12 admissions came from private homes and 11 from other facilities.

Approximately 70% of admissions were Carroll County residents. It is very important that we serve our county residents first and foremost which is central to the mission statement of Mountain View Community. *"It is the mission of Mountain View Community to serve Carroll County by providing the highest quality care in the most home like setting possible for those residents of the county who are in need of nursing home or rehabilitative care."*

Mountain View Community is a true asset to this community and across the county. The beautiful building and the surrounding mountains are just the physical beauty of MVC. The residents, staff, families and providers are the heart and soul of who we are.

## **REPORT OF CARROLL COUNTY DEPARTMENT OF CORRECTIONS**

***Sean Eldridge, Superintendent***

As a member of the law enforcement community, it is the mission of the Carroll County Department of Corrections (CCDOC) to provide a safe, secure, and humane environment for the staff, and detainees in accordance to 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 model pro-social behavior.

<b>Vision</b>	<b>Core Values</b>	<b>Slogan</b>
Do the Right Thing	C-Courage	T- Together
	C-Commitment	E- Everyone
	D-Dedication	A- Achieves
	O-Opportunity	M- More
	C-Camaraderie	

In 2022, the jail held 613 males and 264 females over the course of the year. Staff booked in 877 offenders and released 847 the total number of day's offenders held at the Carroll County Jail 21.83 and the average length of stay for more than 24 hours was 56.48 days, with a daily average of 55 offenders. Electronic Monitoring and Home Confinement had 2 offenders out on Electronic Monitoring and no Home Confinements.

Thirteen participants went through the T.R.U.S.T. Program, which is a reentry to society program for offenders. The county facility provided Medically Assisted Treatment (MAT) to 33 residents, and provided mental health services to 128 residents.

CCDOC Corrections works with many community-based organizations including Northern Human Services, White Mountain Community Health Center, Mount Washington Valley Supports Recovery, White Horse Recovery, New Hampshire Department of Health and Human Services, and Carroll County Adult Education.

In year 2022, we had 21 inmates attend our H.I.S.E.T program, three of those participants graduated. We have added a new program called mindfulness along with SOS Peer Recovery Organization, resumed AA, religious studies and prime for life (a new class added to our T.R.U.S.T. program).

The jail continued to provide hundreds of transports including emergency, medical, dental, administrative transfers, and home confinements.

CCDOC continues to providing Medical Assisted Treatment (MAT) to the qualifying inmate population, with the assistance of Prime Care Medical and our own County full time Mental Health and Case Management team.

In December 2022, Carroll County Department of Corrections became Prison Rape Elimination Act (P.R.E.A.) compliant, which puts us on the map with the many other county and state facilities throughout the state.

As the Superintendent, I am proud of how all the staff members here at the Carroll County Jail, for stepping up, pulling together once again in year 2022 as a team during the struggles of dealing with COVID-19. The staff and our residents adjusted to the changes to daily operations once again this past year with little or no struggles, which I have to say thank you. We here at the Carroll County Jail will continue to provide a safe and respected environment for our residents and continue to provide a professional service to the county.

**REPORT OF DEPARTMENT OF PUBLIC WORKS**  
***William DeWitte, Director***

The farm products that were produced this year were sold to the public. The value of the products includes \$43,183 for hay, and \$500 for firewood.

This year was a really good year for hay production for the County Farm. The weather worked out well most of the season and we put up more hay then we have in a long time. Our revenue was the highest we have ever had in the last 14 years! With the right weather conditions going into the future, I believe we can have really good production years going forward. Our fertilization program is proving to be on target and the variety of tools available to us to make great hay is slowly coming together finally. The final piece of the puzzle has been the loyal local customers we have, a big thank you to them and for allowing us to provide this extremely needed service to our community!

Water department saw a lot of attention again this year, I think this will be the case for the next couple of years. We applied for a couple more grants from the State of New Hampshire which took some time but we did thankfully receive. The delay of this process did stall some of the progress we had hoped to make in 2022 but has also set us up for what I hope to be a good jump start for the 2023 season. New water hydrants were ordered and came in, so we hope to be updating the whole system's worth of hydrants this coming year. Brand new water meters are on order for all of our customers so that's going to be exciting and challenging to get installed throughout the system as well. Stay tuned for all the completed updates that happen in 2023!

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 County Complex sewer system 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 NH 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 COUNTY TREASURER**

***Joseph L. Costello, Treasurer***

2022 was another interesting year for the County's fiscal department. Dealing with Covid issues along with a number of other challenges during the year. I am proud to report that the fiscal department continues to strengthen under the direction of very competent staff. CFO Bonnie Batchelder of Batchelder Associates, Inc. along with Michelle Rogers, Laura Morse, and Karen Czifrik continue to do an outstanding job. As your treasurer, I am very pleased with the outcome this year.

As previously mentioned in last year's report, the nursing home bond restructure continues to save the County additional funds throughout the current fiscal year. We continue to look for other ways to reduce overall expenses during these difficult fiscal times.

I do want to explain how the County utilizes borrowing of funds throughout the fiscal year. We work very closely with our banking partners. We continue to establish a line of credit for our borrowings instead of a traditional tax anticipation note (TAN) for our operational needed funds throughout the year. This method allows the County to pay interest only on the funds we draw throughout the year versus paying interest on the total amount of funds for the entire year.

This year the total funds requested and approved is \$15,000,000. Due to regulatory issues regarding these borrowings they are broken down into two separate notes. These are referred to as TAN notes. One TAN is non-taxable income to the lending institution and one is taxable to them. This is a formula based system under the direction of the regulations.

Based on this the non-taxable portion of the TAN note is \$13,081,384 at an interest rate of 2.15%. The taxable portion of the TAN is \$3,918,616 at 2.99% for the fiscal year 2022.

However, due to both the increase in interest rates for the TAN over 2021, and the increased utilization of the funds the County used, the total interest expense for 2022 was at \$81,252.05. We did budget for this higher amount in 2022 as we did expect this to happen.

We continue to review the interest rates and we are seeing the trend moving to rising rates. We continue to work with our lending institutions to try to establish an interest rate as early as possible for the upcoming 2023 fiscal year. We do expect the TAN rates to be a bit higher in the 2023 year and will try to budget accordingly, keeping all expenses in mind.

Again I am pleased to include a current balance sheet along with the annual income and expense statement as a part of this annual report.

The duties of the county treasurer include a variety of items, including working with the staff of the business office, the fiscal office, the county commissioners, the department heads and other staff of the County. We also work very closely with the administrative assistant of Hales Location which is an unincorporated township in Carroll County. Hales Location has its own budget managed by the county commissioners, also known as selectmen for Hales Location.

As always I am pleased and willing to work with all parties in the County or State as needed during my term. I continue to enjoy the support of the entire staff of Carroll County, department heads, and all other individuals involved. I appreciate the continued tireless efforts of all to continue to maintain the successful fiscal responsibility of the County.

It is with great pleasure I continue to look forward to the support of the voters of Carroll County. It is with the dedication of everyone involved to maintain Carroll County as a great place to live, work and thrive.

### SCHEDULE OF COUNTY OWNED PROPERTY

<b>Address</b>	<b>Map</b>	<b>Lot</b>	<b>Acres</b>	<b>Assessed Value</b>
Off Water Village Road	257	001	125	\$2,677
113 Route 28	268	006	15	\$355
159 Route 28	268	010	36	\$851
45 County Farm Road	258	018	21	\$6,367
96 Water Village Rd (includes water tower)	257	013	215	\$280,008
95 Water Village Road (Administration Building)	257	016	406	\$2,195,600
93 Water Village Road (MVC Nursing Home)	257	016		\$8,477,900
10 County Farm Road (Old nursing home-Annex)	257	016		\$2,739,100
30 County Farm Road (DPW Garage/Accessory Buildings)	257	016		\$300,200
50 County Farm Road (County Jail)	257	016		\$3,923,600
<b>TOTAL</b>			818	\$17,926,658

### APPORTIONMENT OF 2022 COUNTY TAX

	% Proportion to County Tax*	Apportionment of County Budget \$
ALBANY	0.7968	141,678
BARTLETT	8.2934	1,474,605
BROOKFIELD	0.7441	132,303
CHATHAM	0.3744	66,566
CONWAY	12.5124	2,224,776
EATON	0.7062	125,572
EFFINGHAM	1.2800	227,600
FREEDOM	4.1694	741,344
HALE'S LOCATION	0.4561	81,097
HART'S LOCATION	0.1149	20,428
JACKSON	2.9781	529,515
MADISON	3.8666	687,507
MOULTONBOROUGH	22.0674	3,923,698
OSSIPEE	5.0073	890,334
SANDWICH	2.8328	503,692
TAMWORTH	2.7305	485,501
TUFTONBORO	8.0216	1,426,291
WAKEFIELD	8.2839	1,472,930
WOLFEBORO	14.7640	2,625,112
<b>TOTAL</b>	100%	17,780,549

\*ROUNDED FOR DISPLAY

# Statement of Financial Position - Fund 100

## County of Carroll New Hampshire

**December 31, 2022**

Assets	12/31/2022	12/31/2021	Net Change
Cash			
County Checking-Bank of NH	6,843,100.20	6,279,139.44	563,960.76
Jail - Commissary	45,182.93	38,916.80	6,266.13
Registry - Bank of NH	-	(0.33)	0.33
Sheriff- Civil Writ	956.93	748.69	208.24
Sheriff - Execution	310.70	343.28	(32.58)
Sheriff - Federal Seizure	3,695.60	3,695.60	-
Sheriff - Forestry	388.95	388.95	-
Sheriff - Drug Task Force	4,056.08	4,056.08	-
Petty Cash - Business Office	200.00	200.00	-
Petty Cash - Attorney	175.00	175.00	-
Petty Cash - Corrections	100.00	100.00	-
Petty Cash - Farm	100.00	100.00	-
Registry Bond - Zescrow	735,098.81	4,248,687.57	(3,513,588.76)
Total Cash	7,633,365.20	10,576,551.08	(2,943,185.88)
Other Current Assets			
Accounts Receivable-County	229,378.49	138,574.92	90,803.57
Accounts Receivable - Corrections	11,022.25	116,019.92	(104,997.67)
Accounts Receivable - Sheriff	23,047.73	31,083.04	(8,035.31)
Accounts Receivable - Water	8,842.24	8,926.69	(84.45)
Accounts Receivable - Dental	(2,476.39)	(1,591.29)	(885.10)
Accounts Receivable - Other	-	950.00	(950.00)
Inventory - County Heating Fuel	79,504.28	22,485.00	57,019.28
Inventory - Corrections	9,441.76	7,840.73	1,601.03
Inventory - Registry	16,335.37	19,324.32	(2,988.95)
Inventory - County Diesel	2141.68	1,650.00	491.68
Inventory - Spare Parts	6,866.63	-	6,866.63
Prepaid County Expenses	66,436.16	36,925.27	29,510.89
Prepaid Teamsters Insurance	22,785.60	50,044.80	(27,259.20)
Total Other Current Assets	473,325.80	432,233.40	41,092.40
Due To/From Other Funds			
Total Due To/From Other Funds	16,537,105.52	14,376,762.69	2,160,342.83
Total Assets	<u><u>24,643,796.52</u></u>	<u><u>25,385,547.17</u></u>	<u><u>(741,750.65)</u></u>
Liabilities and Net Assets			
Current Liabilities			
Accounts Payable - County	808,158.42	251,883.32	556,275.10
Accounts Payable - Deeds Sales	-	(0.33)	0.33
Accounts Payable - BEAS	-	485,109.00	(485,109.00)
Deferred Income	-	6,091.88	(6,091.88)
Accrued Wages	71,166.48	81,394.33	(10,227.85)

**Statement of Financial Position - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>12/31/2021</b>	<b>Net Change</b>
Accrued Social Security	3,891.12	1,645.00	2,246.12
Accrued Expenses	34,550.25	-	34,550.25
TAN Outstanding	-	-	-
Medical	8,995.86	58,653.33	(49,657.47)
Other Insurance	-	(395.10)	395.10
PEBSCO (457 Retirement Plan)	-	-	-
Dental	1,863.60	5,309.84	(3,446.24)
Wellness	275.00	300.00	(25.00)
Retirement (NHRs)	160,485.92	313,133.66	(152,647.74)
Teamsters Insurance	5,384.20	-	5,384.20
Medical Reimbursement Account	6,641.82	13,186.86	(6,545.04)
Dependent Care Account	-	-	-
Child Support Payable	-	-	-
Union Dues - Corrections	-	-	-
Union Dues - Sheriff	-	-	-
Union Dues - Nursing Home	-	2,744.99	(2,744.99)
Total Current Liabilities	1,101,412.67	1,219,056.78	(117,644.11)
<b>Net Assets</b>			
Nonspendable - Inventory	114,289.72	51,300.05	62,989.67
Nonspendable - Prepays	66,598.66	23,017.13	43,581.53
Restricted - Registry Bond	735,098.81	-	735,098.81
Encumbrances - Corrections	128,900.00	23,400.00	105,500.00
Encumbrances - Sheriff	127,446.00	-	127,446.00
Encumbrances - Registry	-	-	-
Encumbrances - DPW	2,962.40	4,000.00	(1,037.60)
Encumbrances - Nursing Home	-	-	-
Encumbrances - IT	-	55,000.00	(55,000.00)
Committed Fund Balance	88,000.00	-	88,000.00
Encumbrances - Admin Building	-	-	-
Encumbrances - Delegation	-	-	-
Encumbrances - Special Fees	-	1,336.00	(1,336.00)
Unassigned Fund Balance	22,903,194.80	16,012,455.14	6,890,739.66
Change in Net Assets	(624,106.54)	7,995,982.07	(8,620,088.61)
Total Net Assets	23,542,383.85	24,166,490.39	(624,106.54)
Total Liabilities and Net Assets	24,643,796.52	25,385,547.17	(741,750.65)

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

<b>General Fund</b>	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
Revenue			
<b>County General</b>			
3110.010 County Taxes	17,780,549.00	17,780,549.00	
3409.018 Water Department Income	26,198.00	24,000.00	(2,198.00)
3506.030 Insurance Refunds	180,794.00	176,451.00	(4,143.00)
3509.036 Unincorporated Places	20,389.00	9,000.00	(11,389.00)
3509.024 Miscellaneous	611,120.00	10,000.00	(601,120.00)
3509.011 Short-Term Disability Reimb	19,241.00	-	(19,241.00)
<b>TOTAL County General Revenue</b>	<b>18,638,291.00</b>	<b>18,000,000.00</b>	<b>(638,091.00)</b>
<b>Sheriff Revenue</b>			
3401.012 Sheriff Writ Fees	59,361.00	60,000.00	639.00
3401.016 US Forestry	14,000.00	14,000.00	0.00
3401.017 Court Bailiffs	116,985.00	110,000.00	(6,985.00)
3401.018 Special Details	115,367.00	75,000.00	(40,367.00)
3401.027 Albany Agreement	29,120.00	29,120.00	0.00
3401.031 Eaton Agreement	11,760.00	11,775.00	15.00
3401.034 Other Income	17,970.00	5,000.00	(12,970.00)
3401.036 Dispatch Income	2,334.00	3,000.00	666.00
	366,897.00	307,895.00	(59,002.00)
<b>Registry of Deeds</b>			
3402.011 Recording Fees	378,991.00	538,810.00	159,819.00
3402.013 Sales Of Copies	145,209.00	165,880.00	20,671.00
3402.014 Transfer Tax Commission	585,076.00	605,328.00	20,252.00
3402.015 Bank Account Interest	943.00	950.00	7.00
3402.038 Postage	1,665.00	1,721.00	56.00
3402.039 LCHIP	10,245.00	15,067.00	4,822.00
3402.045 Online Access Services	27,580.00	25,000.00	(2,580.00)
	1,149,709.00	1,352,756.00	203,047.00
<b>Corrections</b>			
3403.031 Boarders	206,305.00	189,770.00	(16,535.00)
3403.033 State Contracted Boarders	7,580.00	10,230.00	2,650.00
3403.040 Jail Income	4,457.00	0.00	(4,457.00)
3403.042 Commissary Profits	13,828.00	0.00	(13,828.00)
	232,170.00	200,000.00	(32,170.00)
<b>Farm Income</b>			
3405.054 Sale of Hay	43,360.00	30,000.00	(13,360.00)
3405.055 Sale of Wood	500.00	-	(500.00)
	43,860.00	30,000.00	(13,860.00)

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
<b>Other Revenue</b>			
3502.061 Interest Income	8,954.00	2,000.00	(6,954.00)
3509.007 Surplus to Reduce Taxes	-	3,554,394.00	355,394.00
	8,954.00	3,556,394.00	348,440.00
<b>Expenditures</b>			
<b>Carroll County Convention</b>			
4110.003 Legal	0.00	1.00	1.00
4110.009 Coordinator Salary	0.00	1.00	1.00
4110.010 Social Security	0.00	1.00	1.00
4110.018 Medicare	0.00	1.00	1.00
4110.036 Office Supplies	226.00	226.00	0.00
4110.038 Postage	300.00	300.00	0.00
4110.067 Advertising	312.00	474.00	162.00
4110.070 Travel	1,818.00	4,070.00	2,252.00
4110.074 Attendance Stipend	2,900.00	4,375.00	1,475.00
4110.097 New Equipment	0.00	1.00	1.00
4110.100 Perform. Audit Contingency	0.00	20,000.00	20,000.00
	5,556.00	29,450.00	23,894.00
<b>County Attorney</b>			
4123.007 Salaries-Admin and Investigator	427,155.00	481,358.00	54,203.00
4123.009 Salaries-Attorney	86,750.00	86,751.00	1.00
4123.010 Social Security	30,463.00	36,010.00	5,547.00
4123.013 Retirement	72,103.00	79,799.00	7,696.00
4123.017 Education and Conferences	7,400.00	7,400.00	0.00
4123.018 Medicare	7,358.00	8,422.00	1,064.00
4123.028 Criminal Case Expense	9,440.00	11,500.00	2,060.00
4123.029 Fees and Services	2,975.00	3,000.00	25.00
4123.031 Contingency-Civil Commitment	0.00	10,000.00	10,000.00
4123.036 Office Supplies	3,048.00	3,100.00	52.00
4123.037 Dues/Licenses/Subscriptions	4,500.00	4,500.00	0.00
4123.038 Postage	634.00	750.00	116.00
4123.051 County Attorney Clothing	500.00	500.00	0.00
4123.052 Staff Clothing Allowance	2,489.00	2,500.00	11.00
4123.068 Telephone	2,423.00	3,238.00	815.00
4123.070 Travel	2,964.00	3,000.00	36.00
4123.073 County Attorney Vehicle Exp	4,800.00	4,800.00	0.00
4123.088 Photocopier	2,412.00	2,500.00	88.00
4123.096 Office Improvements	0.00	1.00	1.00
4123.097 New Equipment	1,500.00	1,500.00	0.00
4123.099 Extractions	3,392.00	4,000.00	608.00
	672,306.00	754,629.00	82,323.00

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
<b>Victim Services</b>			
4124.005 Overtime	0.00	1.00	1.00
4124.007 Salary-Director	37,802.00	38,406.00	604.00
4124.009 Salaries-Associate	47,881.00	47,881.00	0.00
4124.010 Social Security	6,877.00	6,919.00	41.00
4124.013 Retirement	15,686.00	15,689.00	3.00
4124.017 Education and Conferences	0.00	1.00	1.00
4124.018 Medicare	1,609.00	1,618.00	9.00
4124.029 Fees and Services	75.00	75.00	0.00
4124.036 Office Supplies	15.00	25.00	10.00
4124.039 Office Equipment	0.00	1.00	1.00
4124.068 Telephone	0.00	50.00	50.00
	109,945.00	110,666.00	720.00
<b>Medical Referee</b>			
4125.029 Physician Services	13,300.00	16,000.00	2,700.00
4125.030 Phone Consults	3,675.00	3,675.00	0.00
4125.031 Pronouncements	50.00	1,625.00	1,575.00
4125.032 Transports	2,715.00	3,000.00	285.00
4125.070 Travel Expense	3,003.00	4,500.00	1,497.00
	22,743.00	28,800.00	6,057.00
<b>Regional DV Prosecutor</b>			
4126.007 Salaries	101,164.00	111,514.00	10,350.00
4126.010 Social Security	6,139.00	6,914.00	775.00
4126.013 Retirement Expense	14,393.00	15,679.00	1,286.00
4126.017 Education & Conferences	2,000.00	2,000.00	0.00
4126.018 Medicare Expense	1,436.00	1,617.00	181.00
4126.028 Case Expense	120.00	125.00	5.00
4126.029 Other Fees & Services	0.00	1.00	1.00
4126.036 Office Supplies	0.00	1.00	1.00
4126.037 Dues/Licenses/Subscriptions	702.00	725.00	23.00
4126.038 Postage	0.00	1.00	1.00
4126.051 Attorney Clothing	500.00	500.00	0.00
4126.068 Telephone	478.00	756.00	278.00
4126.070 Travel Expense	846.00	850.00	4.00
4126.088 Photo Copier Expense	0.00	1.00	1.00
4126.096 Office Improvements	0.00	1.00	1.00
4126.097 New Equipment	0.00	1.00	1.00
	127,778.00	140,686.00	12,908.00
<b>Diversion Program</b>			
4127.007 Salaries	-	1.00	1.00
4127.010 Social Security	0.00	1.00	1.00

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**

**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4127.013 Retirement Expense	0.00	1.00	1.00
4127.017 Education and Conferences	0.00	500.00	500.00
4127.018 Medicare Expense	0.00	1.00	1.00
4127.028 Case Expense	0.00	1,500.00	1,500.00
4127.029 Other Fees & Services	0.00	1,472.00	1,472.00
4127.036 Office Supplies	0.00	700.00	700.00
4127.037 Dues/Licenses/Subscriptions	0.00	1.00	1.00
4127.038 Postage	0.00	500.00	500.00
4127.068 Telephone	303.00	520.00	217.00
4127.070 Travel Expense	57.00	500.00	443.00
4127.088 Photo Copier Expense	0.00	1.00	1.00
4127.096 Office Improvements	0.00	1.00	1.00
4127.097 New Equipment	0.00	1.00	1.00
	45,286.00	5,699.00	5,339.00
<b>Commissioners</b>			
4130.007 Salaries	70,208.00	68,549.00	-1,659.00
4130.009 Commissioners Salary	28,500.00	28,500.00	0.00
4130.010 Social Security	6,078.00	6,018.00	-60.00
4130.013 Retirement	9,634.00	9,638.00	4.00
4130.017 Education and Conferences	3,499.00	3,000.00	-499.00
4130.018 Medicare	1,421.00	1,408.00	-13.00
4130.036 Office Supplies	465.00	500.00	35.00
4130.037 Dues/Licenses/Subscriptions	8,245.00	9,000.00	755.00
4130.038 Postage	259.00	300.00	41.00
4130.067 Advertising	59.00	300.00	242.00
4130.068 Telephone	1,959.00	2,160.00	201.00
4130.069 Annual Report	574.00	1,000.00	426.00
4130.070 Travel	3,710.00	5,000.00	1,290.00
4130.085 Property Tax	11,423.00	8,500.00	-2,923.00
4130.088 Photocopier	0.00	1.00	1.00
4130.097 New Equipment	0.00	250.00	250.00
	146,034.00	144,124.00	-1,909.00
<b>Finance</b>			
4150.001 County Auditors	2,325.00	0.00	-2,325.00
4150.005 Overtime	133.00	500.00	367.00
4150.007 CFO Salary	0.00	1.00	1.00
4150.009 Salaries	171,812.00	187,725.00	15,913.00
4150.010 Social Security	10,419.00	11,384.00	965.00
4150.013 Retirement	22,927.00	22,932.00	5.00
4150.017 Education and Conferences	990.00	1,000.00	10.00
4150.018 Medicare	2,437.00	2,631.00	194.00
4150.036 Office Supplies	2,379.00	2,625.00	246.00

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**

**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4150.038 Postage	2,175.00	2,175.00	0.00
4150.067 Advertising	0.00	1.00	1.00
4150.068 Telephone	387.00	500.00	113.00
4150.070 Travel	7,342.00	13,150.00	5,808.00
4150.088 Photocopier/Printers	4,541.00	4,800.00	259.00
4150.097 New Equipment	0.00	1,500.00	1,500.00
4150.098 Contracted Services	132,990.00	132,990.00	0.00
4150.099 Accountg Software Upgrade	0.00	1,000.00	1,000.00
	360,857.00	384,914.00	24,057.00

**Treasurer**

4151.008 Deputy Treasurer Salary	600.00	700.00	100.00
4151.009 Treasurer Salary	7,005.00	7,005.00	0.00
4151.010 Social Security	417.00	475.00	58.00
4151.013 Retirement	0.00	70.00	70.00
4151.018 Medicare	98.00	109.00	11.00
4151.037 Dues/Licenses/Subscriptions	0.00	50.00	50.00
4151.068 Telephone	473.00	540.00	67.00
4151.070 Travel	544.00	2,000.00	1,456.00
	9,137.00	10,949.00	1,812.00

**Human Resources-Personnel Admin**

4155.005 Overtime	219.00	219.00	0.00
4155.009 Salaries	167,625.00	167,625.00	0.00
4155.010 Social Security	10,098.00	10,427.00	329.00
4155.013 Retirement	22,565.00	22,565.00	0.00
4155.017 Education and Conferences	902.00	1,000.00	98.00
4155.018 Medicare	2,362.00	2,468.00	106.00
4155.027 Recruitment and Retention	1,459.00	1,459.00	0.00
4155.029 Criminal Records	1,600.00	1,839.00	239.00
4155.036 Office Supplies	2,607.00	2,750.00	143.00
4155.037 Dues/Licenses/Subscriptions	304.00	304.00	0.00
4155.038 Postage	150.00	200.00	50.00
4155.067 Advertising	19,270.00	19,270.00	0.00
4155.068 Telephone	452.00	550.00	98.00
4155.070 Travel	552.00	1,000.00	448.00
4155.088 Photocopier	741.00	1,200.00	459.00
4155.097 New Equipment	0.00	1.00	1.00
	230,906.00	232,877.00	1,971.00

**Registry of Deeds**

4193.005 Overtime	111.00	500.00	390.00
4193.008 Register Of Deeds Salary	61,200.00	61,200.00	0.00
4193.009 Salaries	222,824.00	222,441.00	-383.00

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4193.010 Social Security	20,012.00	17,617.00	-2,395.00
4193.013 Retirement	39,944.00	39,950.00	6.00
4193.017 Education and Conferences	153.00	3,000.00	2,847.00
4193.018 Medicare	4,680.00	4,121.00	-559.00
4193.024 Contracted Equip and Services	6,880.00	8,023.00	1,143.00
4193.029 Fees and Services	0.00	1.00	1.00
4193.035 Archival Paper and Covers	7,378.00	7,377.00	0.00
4193.036 Office Supplies	1,165.00	1,620.00	455.00
4193.037 Dues/Licenses/Subscriptions	1,173.00	1,195.00	22.00
4193.038 Postage	1,445.00	2,000.00	555.00
4193.039 Archival Record Restoration	3,518,791.00	1.00	-3,518,790.00
4193.068 Telephone	528.00	1,620.00	1,092.00
4193.070 Travel	62.00	750.00	688.00
4193.088 Document Copier Expense	2,477.00	2,500.00	23.00
4193.097 New Equipment	399.00	565.00	166.00
	3,889,222.00	374,481.00	-3,514,739.00

**Administration Building**

4194.005 Overtime	1,491.00	500.00	-991.00
4194.009 Salary	42,563.00	42,120.00	-443.00
4194.010 Social Security	2,758.00	2,642.00	-116.00
4194.013 Retirement Expense	5,953.00	5,960.00	7.00
4194.018 Medicare Expense	645.00	618.00	-27.00
4194.039 Maintenance Supplies	2,250.00	3,300.00	1,050.00
4194.097 New Equipment	0.00	500.00	500.00
	55,660.00	55,640.00	-20.00

**County Facilities**

4195.029 Contracted Fees & Services	15,698.00	45,110.00	29,412.00
4195.029.901 Contracted Fees & Services	962.00	0.00	-962.00
4195.029.902 Contracted Fees & Services	168.00	0.00	-168.00
4195.029.903 Contracted Fees & Services	5,330.00	0.00	-5,330.00
4195.039.901 Maintenance Supplies	190.00	0.00	-190.00
4195.061 Electric	80,411.00	76,730.00	-3,681.00
4195.061.902 Electric	3,027.00	0.00	-3,027.00
4195.061.903 Electric	349.00	0.00	-349.00
4195.065 Propane	-15,812.00	34,452.00	50,264.00
4195.065.903 Propane/Oil	15,317.00	22,000.00	6,683.00
4195.066 Pellets	-7,250.00	12.00	7,262.00
4195.073 Vehicle Expense	2,142.00	2,150.00	8.00
4195.078 Generator Expense	1,000.00	1,000.00	0.00
4195.080 Care Of Grounds	6,352.00	6,356.00	4.00
4195.080.901 Care of Grounds	833.00	0.00	-833.00
4195.081 Maintenance	10,081.00	12,640.00	2,559.00

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4195.081.901 Maintenance	1,050.00	0.00	-1,050.00
4195.081.903 Maintenance	3,464.00	0.00	-3,464.00
	123,312.00	200,450.00	77,138.00

**Special Fees and Services**

4199.001 County Auditors	2,723.00	35,000.00	32,278.00
4199.003 Legal Fees	31,741.00	73,500.00	41,760.00
4199.009 STD Wages (Reimb)	15,954.00	15,954.00	0.00
4199.010 STD Social Security (Reimb)	876.00	876.00	0.00
4199.012 Medical Insurance	911,505.00	910,000.00	-1,505.00
4199.014 Workers' Compensation	54,894.00	89,808.00	34,914.00
4199.015 Unemployment Compensation	601.00	6,222.00	5,621.00
4199.016 Dental Insurance	18,372.00	56,896.00	38,524.00
4199.018 STD Medicare (Reimbursed)	205.00	205.00	0.00
4199.027 Accrued Payouts	17,716.00	35,000.00	17,284.00
4199.029 Life/Safety Fees	3,466.00	3,500.00	34.00
4199.093 Property & Liability Ins	160,207.00	199,307.00	39,100.00
4199.095 Settlements	0.00	1.00	1.00
4199.096 Deductible Benefit Pay Fund	66,069.00	66,069.00	0.00
	1,284,329.00	1,492,338.00	208,011.00

**Information Technology**

4200.017 Training- County Wide	0.00	1.00	1.00
4200.029 Licensing	30,829.00	30,829.00	0.00
4200.036 Supplies And Repairs	6,023.00	1,524.00	-4,499.00
4200.066 Computer Expense Contracts	122,275.00	130,520.00	8,245.00
4200.068 Telephone & Internet	37,231.00	41,500.00	4,269.00
4200.097 New Equipment	28,593.00	30,000.00	1,407.00
4200.098 County Wide Contracts	204,662.00	204,662.00	0.00
	429,613.00	439,036.00	9,423.00

**Sheriffs Department**

4211.002 Details	35,989.00	15,000.00	-20,989.00
4211.003 Town Agreements	26,303.00	26,280.00	-23.00
4211.005 Overtime	62,181.00	65,000.00	2,819.00
4211.007 Salary-Deputies	888,032.00	951,000.00	62,968.00
4211.009 Salary-Sheriff	71,595.00	71,600.00	5.00
4211.010 Social Security	16,481.00	17,700.00	1,219.00
4211.011 Court Bailiffs	100,750.00	100,000.00	-750.00
4211.013 Retirement	297,234.00	305,000.00	7,766.00
4211.017 Education and Conferences	1,355.00	3,500.00	2,145.00
4211.018 Medicare	16,940.00	17,800.00	860.00
4211.019 US Forestry Salaries	8,595.00	9,500.00	905.00
4211.029 Other Fees & Services	3,821.00	5,000.00	1,179.00

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4211.036 Office Supplies	2,523.00	2,500.00	-23.00
4211.037 Dues/Licenses/Subscriptions	2,150.00	2,200.00	50.00
4211.044 K-9 Expense	708.00	1,500.00	792.00
4211.045 Deputy Expenses	942.00	1,000.00	58.00
4211.046 Investigative Supplies	947.00	1,500.00	553.00
4211.052 Uniform	10,920.00	11,000.00	80.00
4211.068 Telephone	11,103.00	11,103.00	0.00
4211.069 Radio/Communications	3,005.00	3,005.00	0.00
4211.072 Vehicle Lease/Purchase	0.00	1.00	1.00
4211.073 Vehicle Expenses	78,410.00	80,000.00	1,590.00
4211.088 Photocopier	582.00	900.00	318.00
4211.091 Extractions	30.00	300.00	270.00
4211.095 Firearm Training/Equipment	9,979.00	10,000.00	21.00
4211.097 New Equipment	8,000.00	8,000.00	0.00
	1,658,575.00	1,720,389.00	61,814.00

**Dispatch Center**

4214.005 Overtime	61,577.00	65,000.00	3,423.00
4214.009 Salary	513,707.00	628,863.00	115,156.00
4214.010 Social Security	35,064.00	43,019.00	7,955.00
4214.013 Retirement	75,226.00	92,354.00	17,128.00
4214.017 Education and Conferences	1,838.00	3,000.00	1,162.00
4214.018 Medicare	8,200.00	10,061.00	1,861.00
4214.029 Fees & Services	200.00	200.00	0.00
4214.036 Office Supplies	1,553.00	1,800.00	247.00
4214.067 NCIC Terminal Expense	0.00	1.00	1.00
4214.068 Telephone	4,618.00	4,793.00	175.00
4214.069 Radio/Communications	36,998.00	37,000.00	2.00
4214.070 Travel	145.00	1,000.00	855.00
4214.088 Photocopier	356.00	500.00	144.00
4214.097 New Equipment	1,426.00	1,500.00	74.00
	740,908.00	889,091.00	148,183.00

**Corrections**

4230.005 Overtime	55,746.00	61,000.00	5,254.00
4230.007 Administrative Salaries	493,390.00	526,542.00	33,152.00
4230.008 Nursing Salaries	0.00	1.00	1.00
4230.009 Salaries	1,220,405.00	1,357,268.00	136,863.00
4230.010 Social Security	10,102.00	15,115.00	5,013.00
4230.013 Retirement	550,999.00	625,278.00	74,279.00
4230.017 Education and Conferences	3,141.00	11,000.00	7,859.00
4230.018 Medicare	24,976.00	29,433.00	4,457.00
4230.023 Agency Services	0.00	1.00	1.00
4230.024 Legal	0.00	2,000.00	2,000.00

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4230.025 Medical Services and Supplies	682,036.00	705,000.00	22,964.00
4230.026 Physician	0.00	1.00	1.00
4230.027 Mental Health	0.00	2,000.00	2,000.00
4230.028 Inmate Programs	14,965.00	15,000.00	35.00
4230.029 Fees and Services	20,132.00	30,000.00	9,868.00
4230.030 Academy	1,570.00	3,000.00	1,430.00
4230.036 Office Supplies	3,398.00	3,500.00	102.00
4230.037 Dues/Licenses/Subscriptions	3,000.00	3,000.00	0.00
4230.038 Postage	697.00	700.00	3.00
4230.039 Supplies	39,723.00	47,800.00	8,077.00
4230.041 Chaplin	4,800.00	4,800.00	0.00
4230.051 Meals/Pantry Stock/Kit Items	207,826.00	230,000.00	22,174.00
4230.052 Uniform	9,936.00	10,000.00	64.00
4230.053 Clothing- Inmates	3,497.00	3,500.00	3.00
4230.054 Inmate Bedding/Mattress	2,200.00	2,200.00	0.00
4230.055 Offender Compensation	200.00	2,000.00	1,800.00
4230.058 Electronic Monitoring	1,913.00	3,000.00	1,088.00
4230.061 Electricity	80,548.00	96,079.00	15,531.00
4230.065 Propane	91,245.00	106,227.00	14,982.00
4230.067 Advertising	0.00	150.00	150.00
4230.068 Telephone	4,365.00	5,000.00	635.00
4230.069 Laundry	1,084.00	1,500.00	416.00
4230.070 Travel	3,587.00	3,600.00	13.00
4230.072 Vehicle Lease/Purchase	0.00	1.00	1.00
4230.073 Vehicle Expenses	7,938.00	8,000.00	62.00
4230.076 Special Inmate Medical	0.00	1.00	1.00
4230.081 Maintenance	29,991.00	29,991.00	0.00
4230.088 Photocopier	5,959.00	6,000.00	41.00
4230.095 Firearms Training And Equip	2,873.00	3,000.00	127.00
4230.096 Less Lethal Equipment	1,370.00	3,500.00	2,130.00
4230.097 New Equipment	2,669.00	3,500.00	831.00
4230.098.998 Commissary Expenses	7,562.00	0.00	-7,562.00
	3,593,843.00	3,959,688.00	365,846.00
<b>Department of Public Works</b>			
4302.005 Overtime	2,089.00	5,000.00	2,911.00
4302.009 Salary	158,227.00	162,274.00	4,047.00
4302.010 Social Security	9,906.00	10,371.00	465.00
4302.013 Retirement	18,716.00	19,185.00	469.00
4302.017 Education and Conferences	171.00	500.00	329.00
4302.018 Medicare	2,317.00	2,425.00	108.00
4302.027 Water Testing	8,543.00	10,000.00	1,457.00
4302.029 Supplies	4,678.00	7,000.00	2,322.00
4302.036 Office Supplies	0.00	250.00	250.00
4302.037 Dues/Licenses/Subscriptions	234.00	400.00	166.00

**Statement of Activity - Fund 100**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4302.038 Postage	41.00	175.00	134.00
4302.052 Uniform	566.00	600.00	34.00
4302.062 Gasoline	4,379.00	5,000.00	621.00
4302.064 Septic Removal	19,135.00	19,135.00	0.00
4302.065 Propane	-6,476.00	4,500.00	10,976.00
4302.067 Advertising	0.00	200.00	200.00
4302.068 Telephone	944.00	1,750.00	806.00
4302.070 Travel	0.00	1.00	1.00
4302.072 Vehicle-Equip Lease/Purchase	0.00	1.00	1.00
4302.073 Vehicle Expense	3,546.00	4,000.00	454.00
4302.075 Sand/Salt/Ash	13,622.00	15,000.00	1,378.00
4302.076 Chemicals	957.00	1,000.00	43.00
4302.081 Maintenance Repairs	6,696.00	9,000.00	2,304.00
4302.082 Equipment Repairs	6,640.00	9,250.00	2,610.00
4302.097 New Equipment	437.00	1,565.00	1,128.00
4302.099 Purchase/Resale	0.00	1,500.00	1,500.00
	255,368.00	290,082.00	34,714.00
<b>Human Services Department</b>			
4449.056 BEAS	5,527,373.00	5,576,386.00	49,013.00
	5,527,373.00	5,576,386.00	49,013.00
<b>Cooperative Ext. Services</b>			
4611.001 UNH Cooperative Extension	292,049.00	292,049.00	0.00
	292,049.00	292,049.00	0.00
<b>Regional Appropriations</b>			
4659.089 White Horse Recovery	140,000.00	140,000.00	0.00
4659.099 Child Advocacy Center	55,000.00	55,000.00	0.00
4659.151 VNHCH of Carroll County	75,000.00	75,000.00	0.00
4659.153 RSVP	80,000.00	80,000.00	0.00
4659.155 Conservation District	46,150.00	46,150.00	0.00
4659.157 MWV Recovery	5,000.00	5,000.00	0.00
	401,150.00	401,150.00	0.00
<b>Long Term Debt</b>			
4711.098 Registry Project	287,000.00	287,000.00	0.00
4711.157 Energy Upgrade	202,565.00	202,566.00	1.00
	489,565.00	489,566.00	1.00
<b>Interest Expense</b>			
4721.098 Registry Project	212,761.00	212,761.00	0.00
4721.157 Energy Upgrade	80,772.00	80,776.00	4.00
4723 Tax Anticipation Notes	81,252.00	64,820.00	-16,432.00
	374,785.00	358,357.00	-16,428.00

**Statement of Activity - Fund 100  
County of Carroll New Hampshire**

**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
<b>Capital Expenditures</b>			
4901.093 MVC Dietary	34,301.00	34,301.00	0.00
4901.094 DPW	7,217.00	7,350.00	133.00
4901.095 Sheriff/Dispatch	78,554.00	206,000.00	127,446.00
4901.098 Annex	1,979.00	5,000.00	3,021.00
4901.099 MVC	140,569.00	137,900.00	-2,669.00
	262,620.00	390,551.00	127,931.00
<b>Total General Fund Expenditures</b>	<b>21,063,994.00</b>	<b>18,772,049.00</b>	<b>-2,291,940.00</b>
<b>Net Revenue over Expenditures</b>	<b>-624,113.00</b>	<b>4,674,996.00</b>	<b>5,299,104.00</b>

**Statement of Financial Position - Nursing Home**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<u>Year to Date</u>	<u>12/31/2021</u>	<u>Net Change</u>
<b>Assets</b>			
<b>Cash</b>			
TD Bank - Dube CD	201,100.07	227,775.02	(26,674.95)
Gift Cart Checking	54,974.30	44,078.33	10,895.97
Nursing Home - Checking	996,175.00	754,867.94	241,307.06
Nursing Home - Cafe Checking	100,922.00	75,161.66	25,760.34
Petty Cash - Nursing Home	500.00	500.00	0.00
Petty Cash - Resident Trust	300.00	300.00	0.00
	1,353,971.37	1,102,682.95	251,288.42
<b>Other Current Assets</b>			
MVC Accounts Receivable	29,808.02	-	29,808.02
A/R Nursing Home Patients	1,147,310.90	1,272,069.95	(124,759.05)
A/R Nursing Home Allowance	(409,897.73)	(205,000.00)	(204,897.73)
A/R Nursing Home Meals/Sup.	69.86	-	69.86
Inventory-Dietary Food	15,301.47	21,453.72	(6,152.25)
Inventory-Dietary Supplies	3,337.74	404.72	2,933.02
Inventory Nursing Supplies	16,024.17	15,300.84	723.33
Prepaid Nursing Home Expense	-	4,593.60	(4,593.60)
	801,954.43	1,108,822.83	(306,868.40)
<b>Total Due To/From Other Funds</b>	<b>(16,172,202.82)</b>	<b>(14,023,368.66)</b>	<b>(2,148,834.16)</b>
<b>Total Assets</b>	<b>(14,016,277.02)</b>	<b>(11,811,862.88)</b>	<b>(2,204,414.14)</b>
<b>Liabilities and Net Assets</b>			
<b>Current Liabilities</b>			
A/P - Nursing Home	233,895.45	-	233,895.45
Accts Payable-MVC FY ADJ	-	174,055.52	(174,055.52)
Accrued Payroll MVC Expense	152,203.21	160,091.00	(7,887.79)
Accrued Social Security	10,897.77	-	10,897.77
MVC Bond Outstanding	-	-	-
MVC Bond Premium	-	-	-
MVC - Medical Insurance Liability	32,365.68	-	32,365.68
Accrued Interest	-	-	-
Due To DRA-BES Tax Payable	139,817.00	147,717.00	(7,900.00)
Accrued Insurance - MVC	-	-	-
MVC - Dental/Vision Insurance	3,589.12	-	3,589.12
Retirement (EE/ER)	117,145.80	-	117,145.80
MVC - Union Dues	-	-	-
<b>Total Current Liabilities</b>	<b>689,914.03</b>	<b>481,863.52</b>	<b>208,050.51</b>
<b>Project Balances</b>			
<b>Net Assets</b>			
Nonspendable - Inventories	34,663.38	61,840.77	(27,177.39)
Nonspendable - Prepays	-	-	-
Fund Balance - Gift Cart	54,974.30	(46,802.46)	101,776.76

**Statement of Financial Position - Nursing Home  
County of Carroll New Hampshire**

**December 31, 2022**

Restricted Fund Balance - Dube	229,182.26	229,182.26	-
Unassigned Fund Balance - Nursing Ho	(12,612,546.34)	(8,429,507.37)	(4,183,038.97)
Change in Net Assets	(2,412,464.65)	(4,108,439.60)	1,695,974.95
Total Net Assets	(14,706,191.05)	(12,293,726.40)	(2,412,464.65)
<b>Total Liabilities and Net Assets</b>	<b>(14,016,277.02)</b>	<b>(11,811,862.88)</b>	<b>(2,204,414.14)</b>

**Statement of Activity - Nursing Home**  
**County of Carroll New Hampshire**  
**December 31, 2022**

<b>Mountain View Community Nursing Home</b>	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
Revenue			
3404.01 Medicaid Room and Board	3,714,465.00	3,718,781.00	(4,316.00)
3404.011 Skilled Room and Board	315,499.00	687,871.00	(372,372.00)
3404.012 Private Room and Board	3,906,264.00	3,106,929.00	799,335.00
3404.019 Personal Resources	935,345.00	834,068.00	101,277.00
3404.020 Physical Therapy - Skilled	23,925.00	90,862.00	(66,937.00)
3404.022 Physical Therapy - Part B	140,626.00	195,206.00	(54,580.00)
3404.023 Occupaional Therapy - Skilled	28,604.00	84,409.00	(55,805.00)
3404.024 Occupational Therapy - Part B	186,020.00	186,385.00	(365.00)
3404.026 Speech Therapy - Skilled	13,455.00	34,351.00	(20,896.00)
3404.027 Speech Therapy - Part B	72,587.00	104,263.00	(31,676.00)
3404.029 Laboratory - Skilled	2,586.00	881.00	1,705.00
3404.034 Donations	10,891.00	-	10,891.00
3404.039 Other - Part B	15,623.00	-	15,623.00
3404.044 Proshare	2,121,108.00	1,200,000.00	921,108.00
3404.045 Quality AssmtBed TaxMQUIP	1,925,649.00	1,550,000.00	375,649.00
3404.046 Pharmacy-Skilled	13,391.00	22,219.00	(8,828.00)
3404.048 Medical Supplies-Private	19,143.00	16,632.00	2,511.00
3404.049 Miscellaneous	232.00	1,000.00	(768.00)
3404.050 Interest Income	1,873.00	1,138.00	735.00
3404.051 Income from Meals	205,437.00	226,000.00	(20,563.00)
3404.053 Café Meals	23,602.00	35,000.00	(11,398.00)
3404.055 Telephone & Cable Income	18,936.00	21,867.00	(2,931.00)
3404.098 contractual Allow - Skilled	(84,396.00)	(231,922.00)	147,526.00
3404.099 Contractual Allow-Part B	(82,828.00)	(94,389.00)	11,561.00
	13,528,037.00	11,791,551.00	1,736,486.00
Expenditures			
Administration			
4411.005 Overtime	689.00	800.00	111.00
4411.009 Salaries	312,775.00	334,763.00	21,988.00
4411.010 Social Security	18,877.00	20,805.00	1,928.00
4411.012 Medical Insurance	1,882,447.00	1,918,000.00	35,553.00
4411.013 Retirement	45,064.00	47,076.00	2,012.00
4411.014 Workers Compensation	122,641.00	169,086.00	46,445.00
4411.015 Unemployment Tax	886.00	9,163.00	8,277.00
4411.016 Dental Insurance	44,774.00	62,190.00	17,416.00
4411.017 Education & Conferences	2,494.00	7,000.00	4,506.00
4411.018 Medicare	4,415.00	4,866.00	451.00
4411.021 Auditing and Legal	7,528.00	7,528.00	-
4411.029 Fees and Services	-	5,502.00	5,502.00
4411.036 Office Supplies	8,500.00	8,500.00	-
4411.037 Dues/Licenses/Subscriptions	5,857.00	6,000.00	143.00
4411.038 Postage	2,552.00	2,552.00	-
4411.045 MQUIP-Bed Tax	596,316.00	596,316.00	-

# **Statement of Activity - Nursing Home**

## **County of Carroll New Hampshire**

**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4411.067 Advertising	-	500.00	500.00
4411.068 Telephone	4,520.00	4,520.00	-
4411.088 Photocopier	14,121.00	18,000.00	3,879.00
4411.093 Property and Liability Insurance	24,661.00	31,278.00	6,617.00
4411.097 New Equipment	-	1.00	1.00
4800.999 Bad Debt	406,517.00	-	(406,517.00)
	3,505,634.00	3,254,446.00	(251,188.00)
<b>Dietary</b>			
4412.005 Overtime	18,300.00	21,510.00	3,210.00
4412.009 Salaries	901,070.00	961,034.00	59,964.00
4412.010 Social Security	56,269.00	60,913.00	4,644.00
4412.013 Retirement	97,772.00	101,292.00	3,520.00
4412.017 Education and Conferences	599.00	3,500.00	2,901.00
4412.018 Medicare	13,160.00	14,246.00	1,086.00
4412.023 Consultant	18,766.00	20,586.00	1,821.00
4412.037 Dues/Licenses/Subscriptions	2,516.00	2,516.00	0.00
4412.039 Supplies	80,992.00	85,643.00	4,651.00
4412.050 Food	629,741.00	645,330.00	15,589.00
4412.052 Uniform	5,921.00	6,049.00	128.00
4412.082 Equip Maintence/Repair	22,001.00	22,001.00	0.00
4412.097 New Equipment	0.00	1.00	1.00
	1,847,107.00	1,944,621.00	97,515.00
<b>Nursing</b>			
4413.005 Overtime	334,253.00	334,253.00	-
4413.006 Salary-Records and Scheduling	159,769.00	159,769.00	-
4413.007 Salary-MNA and LNA	2,969,406.00	3,098,842.00	129,436.00
4413.008 Salary-Directors/RN/LPN	1,846,058.00	1,870,237.00	24,179.00
4413.010 Social Security	315,589.00	336,677.00	21,088.00
4413.013 Retirement	533,134.00	592,770.00	59,636.00
4413.017 Education and Conferences	3,938.00	20,000.00	16,062.00
4413.018 Medicare	73,808.00	78,740.00	4,932.00
4413.023 Agency Staff	96,543.00	96,543.00	-
4413.029 Fees and Services	690.00	3,600.00	2,910.00
4413.036 Office Supplies	5,441.00	6,000.00	559.00
4413.038 Postage	6.00	296.00	290.00
4413.039 Supplies	250,514.00	272,685.00	22,171.00
4413.040 Pharmacy-Skilled	20,224.00	21,000.00	776.00
4413-041 Pharmacy	50,235.00	60,000.00	9,765.00
4413.052 Uniform	6,468.00	7,000.00	532.00
4413.082 Equip Maintenance/Repair	5,511.00	8,500.00	2,989.00
4413.097 New Equipment	-	1.00	1.00
	6,671,587.00	6,966,913.00	295,326.00

# **Statement of Activity - Nursing Home**

## **County of Carroll New Hampshire**

**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
<b>Environmental Services</b>			
4414.005 Overtime	12,102.00	12,440.00	338.00
4414.009 Salaries	755,053.00	849,598.00	94,545.00
4414.010 Social Security	45,868.00	53,509.00	7,641.00
4414.013 Retirement	96,077.00	112,324.00	16,247.00
4414.017 Education and Conferences	315.00	1,500.00	1,185.00
4414.018 Medicare	10,727.00	12,515.00	1,788.00
4414.029 Fees and Services	96,411.00	100,000.00	3,589.00
4414.039 Supplies	80,265.00	79,246.00	(1,019.00)
4414.052 Uniforms	2,604.00	3,000.00	396.00
4414.055 Television	16,110.00	18,026.00	1,916.00
4414.061 Electricity	143,341.00	168,287.00	24,946.00
4414-065 Propane	119,321.00	129,421.00	10,100.00
4414-066 Pellets	6,988.00	6,988.00	1.00
4414-068 Septic Removal	6,450.00	8,000.00	1,550.00
4414-073 Vehicle Expense	1,719.00	1,719.00	-
4414-078 Generator	8,844.00	8,844.00	-
4414-080 Care of Grounds	2,003.00	2,003.00	-
4414-081 Building Repair/Maint	52,754.00	52,754.00	-
4414.097 New Equipment	326.00	326.00	-
	1,457,278.00	1,620,500.00	163,223.00
<b>Physicians and Pharmacy</b>			
4415.020 Employee Physicals	1,870.00	2,000.00	130.00
4415.023 Consultants	49,850.00	50,000.00	150.00
4415.024 Physician Services	16,500.00	18,000.00	1,500.00
4415.034 Oxygen	24,391.00	25,500.00	1,109.00
	92,611.00	95,500.00	2,889.00
<b>Physical Therapy Department</b>			
4416.039 Supplies	9,224.00	10,867.00	1,643.00
4416.040 Physical Therapy - Skilled	16,673.00	48,000.00	31,327.00
4416.041 Physical Therapy - Part B	92,141.00	136,000.00	43,859.00
4416.082 Equipment	883.00	883.00	-
	118,921.00	195,750.00	76,829.00
<b>Recreational Therapy</b>			
4417.005 Overtime	1,417.00	1,500.00	83.00
4417.009 Salaries	357,192.00	429,903.00	72,711.00
4417.010 Social Security	21,632.00	26,747.00	5,115.00
4417.013 Retirement	50,477.00	54,712.00	4,235.00
4417.017 Education and Conferences	1,323.00	3,500.00	2,177.00
4417.018 Medicare	5,059.00	6,256.00	1,197.00
4417.039 Supplies	3,973.00	4,000.00	27.00

**Statement of Activity - Nursing Home**  
**County of Carroll New Hampshire**  
**December 31, 2022**

	<b>12/31/2022</b>	<b>Revised Budget</b>	<b>Remaining</b>
4417.057 Activity Services	2,110.00	2,250.00	140.00
4417.074 Entertainment	4,505.00	5,500.00	995.00
4417.097 New Equipment	-	1.00	1.00
	447,688.00	534,369.00	86,681.00
Social Services			
4418.005 Overtime	-	3,000.00	3,000.00
4418.009 Salaries	142,441.00	143,780.00	1,339.00
4418.010 Social Security	8,563.00	9,101.00	538.00
4418.013 Retirement	20,012.00	20,638.00	626.00
4418.017 Education and Conferences	-	730.00	730.00
4418.018 Medicare	2,003.00	2,129.00	126.00
4418.036 Office Supplies	500.00	500.00	-
4418.038 Postage	-	50.00	50.00
4418.070 Travel	-	500.00	500.00
4418.097 New Equipment	-	1.00	1.00
	173,519.00	180,429.00	6,910.00
Special Services			
4419.054 Speech Therapy - Skilled	9,897.00	18,125.00	8,228.00
4419.055 Speech Therapy - Part B	49,533.00	70,877.00	21,344.00
4419.056 Occupational Therapy - Skilled	19,559.00	39,738.00	20,179.00
4419.057 Occupational Therapy - Part B	120,387.00	120,387.00	-
4419.058 Laboratory - Skilled	2,152.00	2,252.00	100.00
4419.060 Radiology - Skilled	934.00	4,145.00	3,211.00
4419.064 Ambulance - Skilled	2,815.00	2,815.00	-
4419.068 Respiratory Therapy	-	500.00	500.00
	205,277.00	258,839.00	53,562.00
Interest Expense			
4721.099 MVC Bond 2030 Interest	535,883.00	535,883.00	1.00
	535,883.00	535,883.00	1.00
Long Term Debt			
4711.099 MVC Bond 2030 Principal	885,000.00	885,000.00	-
	885,000.00	885,000.00	-
Total MVC Expenditures	15,940,505.00	16,472,250.00	531,748.00
Net Revenue over Expenditures	(2,412,468.00)	(4,680,699.00)	1,204,738.00

County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
January 21, 2022

Meeting convened: 10:00 a.m.  
Members Present: Chairman Lino Avellani, Vice-Chairman John MacDonald, Tom Buco, Jonathan Smith, Bill Nelson, Chris McAleer  
Members Absent: Clerk Brodie Deshaies, Steve Woodcock, Jerry Knirk, Anita Burroughs, William Marsh, Glenn Cordelli, Karen Umberger, Mark McConkey, Karel Crawford  
Others Present: Commissioner Terry McCarthy; Commissioner Matthew Plache, Treasurer Joe Costello (remote), CFO Bonnie Batchelder, Register of Deeds Lisa Scott, Ed Comeau (GovernmentOversite.com), Executive Coordinator Mellisa Seamans, several nonprofit representatives

Pledge of Allegiance. Moment of Silence to recognize the passing of Hon. Donald Philbrick of Eaton who served 14 years as NH State Representative and served in the Air Force.

Chmn. Avellani explained the reason for lack of quorum is very heavy meeting agenda at the State House and difficult for the members to attend at County.

2022 Budget Review

The following budgets were reviewed this meeting:

UNH Cooperative Extension  
Long Term Debt  
Regional Appropriations  
Human Resources  
Grants  
Registry of Deeds

Change in the land records management program system. Purchase of the system is being funded through County ARPA funds. Annual fee in 2023 to maintain the system will be substantially lower, \$27,500. Still not at median salary for the State. Highly qualified staff. Performance evaluations and merit pay this year rather than years' past with flat pay increases. New equipment purchase this year is for roller shelving. Reg. Scott is not opposed to the shelving being purchased from the Deeds Equipment Fund instead of from budget. Conservative revenue estimates.

Convention

Public Comment

Mitch Yeaton (Whitehorse Recovery Center) said that since Whitehorse began providing services, New Hampshire has moved from the worst state for overdoses to now number 23 and Carroll County from worst in the State to second best. He thanked the Delegation for their past funding support.

Meeting recessed to the Call of the Chair.

County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
February 5, 2022

Meeting convened: 11:00 a.m.  
Members Present: Chairman Lino Avellani, Vice-Chairman John MacDonald, Clerk Brodie Deshaies, Jerry Knirk, Anita Burroughs, William Marsh, Glenn Cordelli, Karen Umberger, Mark McConkey, Karel Crawford, Jonathan Smith, Bill Nelson

Members Absent: Steve Woodcock, Chris McAleer, Tom Buco  
Others Present: Commissioner Terry McCarthy; Treasurer Joe Costello (remote), Sheriff Domenic Richardi, County Attorney Michaela Andruzzi, Register of Deeds Lisa Scott, Ed Comeau (GovernmentOversite.com), Executive Coordinator Mellisa Seamans

Pledge of Allegiance.

Approval of Meeting Minutes

MOTION: "Approve November 29, 2021 meeting minutes" by Rep. Umberger, 2<sup>nd</sup> Rep. Nelson. Passed by roll call vote 11-0

MOTION: "Approve the January 21 meeting minutes" by Rep. Smith, 2<sup>nd</sup> Rep. McConkey. Passed 8-0-3 (three members who did not attend Jan. 21 abstained from the vote)

2022 Budget Presentations

Sheriff/Dispatch – Sheriff Domenic Richardi

- Sheriff Richardi found shortfall in 2021 budget due to increases in cruiser repairs and price of gasoline. A line item transfer is requested to correct this. He did not increase 2022 vehicle expense budget request due to two new cruisers being purchased that will hopefully reduce repair costs. Fuel purchased mainly through State gas pumps; WEX cards remain available for travel out of the area to purchase fuel at retail locations, tax-free.
- Discussion about 2023-2025 union contract. Delegation sent electronic copies of the contract. Main change is annual percentage salary increases and addition of education incentive of up to \$1,000 per person. Potential cost of the incentive in 2022 is \$2,500. The new contract provides for four hours paid for "callbacks" versus three hours in the current contract. All positions pay 20% health insurance match with annual not to exceed premium cost of 6%
- Rep. Smith noted 12% increase in salaries for union members over three years, has there been a wage study? There has not. Lieutenant and Administrative Assistant positions not in the Union and will receive 4% and 3%, respectively, in 2022.
- 12 positions in dispatch
- Paid \$58,000 for two cruisers in 2021; line being shut down for Dodge cruiser sedan so placed order for two in December, pending 2022 budget approval. Corporate not assisting dealers as much as in the past, anticipated \$6,697 increase for each cruiser in 2022. State bid has not been released yet.
- Capital Expense: two cruisers and renovation of Dispatch Center. Remove hallway walls and expand the space. Rep. Umberger suggested using ARPA funds for Dispatch renovation. Sheriff asked the Commissioners to consider this but they opted to put the request in the proposed capital budget.
- State grants for body cameras – sheriff will pursue only if body cams are made mandatory
- Dispatch – employees under same Teamster contract as Sheriff's Department. Radio communications budget request increase due to annual upkeep contract with all new equipment, higher towers. Contract had not gone out for several years did realize an increase of about \$8,000. Current start dispatcher salary rate \$17, with Conway at \$21. Rep. McConkey asked if there may be other benefits in addition to higher salary that Conway offers. Sheriff Richardi responded that the union contracts are similar.
- Sheriff proposes a market adjustment to the starting dispatcher rates. Decided to make this request after the Commissioners passed proposed 2022 budget in November. Sheriff

believes within his authority to request an increase from the Delegation and does not need approval of the Commissioners first.

- Rep. Cordelli asked if other cuts in the budget could be found to fund the requested increase. Sheriff responded that the budget is tight and comes close to completely spent every year.
- Rep. Nelson asked status of CCSO contracting for policing in other towns. Sheriff – no movement at this time, if there was it would not affect budget, would be expenses the Towns would have to bear
- Payments in lieu of medical insurance - Rep. Cordelli asked why this is only offered to nursing home employees. Sheriff Richardi noted there has been recent talk about expanding to other departments but it is unclear how many employees would choose this option.
- Revenue – Albany and Eaton receive a defined number of patrol hours each week under their agreements with the sheriff's department. Chmn. Avellani – with increased costs have we looked at increasing special detail rates to align? Sheriff believes the rates are comparable at present time to area towns.
- Delegations can set rates for civil service according to CPIU which equals .30 cents each, approximately \$323 extra revenue per year. Service fees will increase from \$30 to \$30.30 plus travel fee for writ service.

MOTION: "Increase the 2022 service fee to \$30.30" by Rep. Knirk passed 11-0. NH RSA 104:31 changes took effect July 1, 2021 that the fees of sheriffs and deputies can, once annually, be voted increased by the county convention

Rep. McConkey asked to speak to Sheriff Richardi after the meeting regarding the new stop sign on Route 153 in Eaton NH and his thoughts on the success of this installation.

County Attorney Michaela Andruzz

- Our office is drowning. Out of six attorneys, losing fourth one in a year. Had stabilized retention for a number of years. Two lost last year and two leaving next month. No qualified applicants.
- Courts closed so cases held while new ones continued to come in
- We generally pay starting out of law school wages, a lot of that age bracket not moving to Carroll County
- Sullivan, Merrimack, Strafford all pay more.
- Frustrating for victims as cases are delayed.
- Working on better utilization of information management system and paralegals.
- Trying to do more with fewer attorneys.
- Referrals 2015 – 599 cases; 2021 over 1000 cases. Number and seriousness of cases have gone up.
- Trying diversion to get people into treatment instead of the house of corrections
- Asks the Delegation to combine domestic violence prosecutor and main attorney's office budget for ease of management.
- Conducts exit interviews
- Asks the Delegation to add funding to her proposed 2022 budget to increase starting attorneys' salary to \$78,000. Three people have left since budget voted by the Commissioners in November 2021.
- Current attorneys will be adjusted as well

- Rep. Deshaies – incentives – other counties offer different? Michaela: more student loan reimbursement would help. Graduates now out of college with \$250k debt. 2021 budget included every full year employed they are eligible for \$1,500 reimbursement
- Rockingham County offers \$5,000 sign on bonuses
- Rep. McConkey – retired attorneys can consult, work part-time. Atty. Andruzzi thought about this in the past, reached out to people. They interested in writing motions, doing research. We have interns for that. Have to be admitted to Bar in different state.
- Rep. Deshaies – can we hire more paralegals? Atty. Andruzzi is trying to train paralegals to do new forms and other underlying paperwork to free up attorneys.
- Vehicle Expense – Currently receives \$100 a month to cover Attorney cost of travel. Requesting \$400 per month to account for rising cost of repairs, fuel, insurance. Spending significantly more than \$100 a month out of her own pocket. County car not convenient – have to state destination and much of this is not public. Excess travel to pick up the car or take it home and run personal errands in it. Does not always take the full amount if reduced travel

Chmn. Avellani arrived. Brief recess.

- Victim Witness – One grant open now to end of April. Rep. Avellani – when we went to two staff were going to look at another grant to offset the true cost of the department
- DV Prosecutor – Started as a pilot program. Caseload about where projected at 100 a year. Bringing the cases into the CA office opens access for victims to access victim services – referrals, assistance with restitution, lock changing, security, counseling.
- Diversion Program – Successfully complete the program and not have a conviction on their record. Most counties that have diversion shift about 30% of cases to diversion. Low level offender with small amount of methamphetamine – jail or treatment? We do not have drug court for low level offenders. Would like to get the program fully funded by offenders. Assists with costs rather than hiring attorney to handle those cases. Packet, screening process. Prosecutors involved from the beginning of an arrest. Who determines process successful? Diversion coordinator works with offender – contract signed and agreed to certain conditions and, if met, released from diversion and if not continue on with prosecution. Invited the Delegation to visit her office to learn more about it. Rep. Deshaies asked for diversion program data from other counties

#### County Commissioners

Comm'r Tessari does not take travel reimbursement

#### Special Fees & Services

Portions of all insurances reallocated to the nursing home

#### Finance Department

Contracted CFO. Positions in Finance (5) – CFO, Admin Asst/Accounts Payable, Bookkeeper, Administrative Assistant, Payroll Coordinator. Chmn. Avellani asked that the retirement expense line amount be verified. Why is software maintenance in Finance instead of IT budget; what is the transition plan for moving to the new accounting software?

#### 2022 Budget Actions

MOTION: "Approve Treasurer's \$10,949" by Rep. Umberger, 2<sup>nd</sup> Rep. Knirk. Unanimous.

Rep. Cordelli noted the County owes Treas. Costello and several others our thank in the work they did to secure the new Registry bond and reissuance of the nursing home bond. The latter will save the taxpayers about \$1,000,000 over the remainder of the bond.

MOTION: "Approve UNH Cooperative Extension \$292,049" by Rep. Umberger, 2<sup>nd</sup> Rep. Smith. Unanimous

MOTION: "Approve Regional Appropriations of \$401,150" by Rep. Smith, 2<sup>nd</sup> Rep. McConkey. Unanimous.

MOTION: "Adjust line 100.9100.100 from \$82,120 to \$65,000" by Rep. Umberger, 2<sup>nd</sup> Rep. Knirk. Unanimous.

MOTION: "Approve Interest Expense \$358,537" by Rep. Umberger, 2<sup>nd</sup> Rep. McConkey. Unanimous

MOTION: "Approve Long Term Debt \$489,566" by Rep. Umberger, 2<sup>nd</sup> Rep. McConkey.

MOTION: "Approve Human Resources \$196,197" by Rep. McConkey, 2<sup>nd</sup> Rep. Cordelli. Unanimous

MOTION: "Approve the 200 Fund – Federal Grants \$190,500" by Rep. McConkey, 2<sup>nd</sup> Rep. Smith. Unanimous

MOTION: "Reduce the Registry New Equipment line to \$565" by Rep. Umberger, 2<sup>nd</sup> Rep. McConkey. Unanimous

Reg. Scott agreed the \$12,000 for roller shelving in this line can be taken instead from the Registry Equipment Fund. She will seek the required approval from the Commissioners and will return with a formal request of the Delegation.

MOTION: "Approve Registry of Deeds budget \$374,481" by Rep. Umberger, 2<sup>nd</sup> Rep. McConkey. Unanimous.

Rep. Marsh noted that all costs should be allocated to the Registry, i.e., long term debt, as is done in the nursing home budget.

MOTION: "Approve Registry of Deeds proposed revenue \$1,352,756" by Rep. McConkey, 2<sup>nd</sup> Rep. Cordelli. Unanimous

MOTION: "Approve Medical Referee \$28,800" by Rep. McConkey, 2<sup>nd</sup> Rep. Cordelli. Unanimous.

MOTION: "Approve Commissioners \$144,124" by Rep. McConkey, 2<sup>nd</sup> Rep. Umberger. Unanimous.

MOTION: "Approve Special Fees & Services \$1,286,238" by Rep. McConkey, 2<sup>nd</sup> Rep. Umberger. Unanimous.

MOTION: "Approve Finance \$420,794" by Rep. McConkey, 2<sup>nd</sup> Rep. Cordelli. Unanimous

#### Other Business

Comm'r McCarthy asked if a representative would like to serve on the human resource director hiring committee. Rep. Deshaies volunteered. Comm'r McCarthy said the maintenance director will be asking for a 2022 budget addition to purchase three new boilers. One boiler has failed in the Annex. He would like to move the MVC boilers to the Annex and purchase three news ones for MVC. Chmn. Avellani asked why the pellet boiler system is not being used.

The meeting was recessed to the Call of the Chair.

County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
February 12, 2022

Meeting convened:

12:00 p.m.

Members Present:

Chairman Lino Avellani, Vice-Chairman John MacDonald, Clerk Brodie Deshaies, Jerry Knirk (remote), Anita Burroughs (remote), Steve Woodcock, Chris McAleer,

Tom Buco, William Marsh, Glenn Cordelli, Karen Umberger, Jonathan Smith, Bill Nelson

Members Absent: Mark McConkey, Karel Crawford

Others Present: Commissioner Terry McCarthy, Commissioner Matthew Plache, Sheriff Domenic Richardi, County Attorney Michaela Andruzzi, Director of Maintenance Bob Murray, Director of Public Works Will DeWitte, CCHOC Superintendent Sean Eldridge, Ed Comeau (GovernmentOversite.com), Executive Coordinator Mellisa Seamans

Roll Call

Pledge of Allegiance.

At the request of Rep. Umberger, attendees held a moment of silence for NH Rep. Jess Edwards' (Rockingham) whose wife passed away this week.

#### Approval of Meeting Minutes

MOTION: "Approve February 5, 2022 meeting minutes" by Rep. Umberger, 2<sup>nd</sup> Rep. MacDonald, 2<sup>nd</sup> Rep. Umberger. Passed by roll call vote 8-0-3

#### 2022 Budget Presentations

##### Carroll County House of Corrections – Superintendent Sean Eldridge

- Supt. Eldridge distributed the December 31 revenue report. He is comfortable increasing his proposed 2022 revenue to \$200,000
- Supt. Eldridge provided an overview of the CCHOC proposed 2022 budget including the previously provided budget justification document
- The Commissioners approved a renewed three-year contract with NH State Prison for Women to house their inmates at CCHOC.
- Current staffing levels do not meet the standard of 3.3 inmates per officer. Supt. Eldridge is requesting two additional correctional officers in his budget. He budgeted the 12-month cost of these officers so will rework his salary budget to reduce the cost to a partial year. Currently there are 31 staff members at the jail.
- County does not yet have centralized purchasing
- Styrofoam containers for meal service due to Covid caused increase in food costs
- Chmn. Avellani asked if the true cost of housing boarders is being recouped by sending facility. Supt. Eldridge has been told that if Carroll County presses for an increased daily rate, those facilities will send their inmates elsewhere.

MOTION: "Have the CFO in attendance at the Delegation meetings" by Rep. MacDonald, 2<sup>nd</sup> Rep. Deshais. No vote taken

Comm'r McCarthy said the CFO can join the meeting remotely from her Vermont office. Chmn. Avellani said it is imperative for the Delegation to have complete year-end budget figures to base their budget votes on.

MOTION: "Increase the proposed 2022 jail revenue to \$200,000" by Chmn. Avellani, 2<sup>nd</sup> Rep. Umberger. Passed 7-4 with Reps. MacDonald, Marsh, Woodcock, and McAleer opposed.

*CFO Batchelder and Rep. Knirk joined the meeting.*

##### County Facilities – Director of Maintenance Bob Murray

This budget includes utilities and maintenance costs for all buildings except the nursing home and jail. Rep. Cordelli asked for a copy of the vehicle logs for the two County cars.

MOTION: "To approve the County Facilities budget at \$312,732" by Rep. Umberger, 2<sup>nd</sup> Rep. Smith. Passed unanimous

*CFO Batchelder left the meeting.*

Administration Building – Director of Maintenance Bob Murray

MOTION: "To approve the Administration Building budget at \$55,640" by Rep. Umberger, 2<sup>nd</sup> Rep. Deshaies. Passed unanimous.

Capital Expenditures

- Dir. Murray requests \$5,000 for the Annex outside boiler room door
- Dir. Murray requests the Delegation remove the \$18,000 floor machines and \$3,000 for steam cleaner from the capital budget because the Commissioners will use ARPA funding for these expenses.

MOTION "Reduce line 100.9400.099 to \$47,900" by Rep. Umberger. Passed unanimous

- Lighting control system at the nursing home – currently having no issues but has learned it is no longer serviceable. The lighting system was not included in the Siemens energy upgrade project. Dir. Murray said the majority of the lighting control system equipment can be repurposed. The lights could fail while on or during the off cycle. The outside lights are run by photocell and the inside lights on a timer.
- The Commissioners support Dir. Murray requesting an additional \$90,000 to replace three boilers at the nursing home. When the new nursing home was built, one boiler from the old home was moved to the new home. Therefore, MVC has a 2007 boiler and two 2011 boilers. Dir. Murray suggests taking the two 2011 boilers, move them to the Annex, and purchase three new for MVC. The reason the request is coming forward now is a boiler has failed at the Annex and the control board needed is obsolete. Rep. Marsh expressed concern about the expense of relocating boilers. The boilers are copper, propane-fired, high efficiency condensing.
- The pellet boiler is a redundant heating system, not primary. Pellets cost more than propane. Rep. Cordelli asked Dir Murray to calculate the cost of using the pellet boiler instead of replacing the boilers. Dir. Murray calculated that propane would have to exceed \$1.50 per gallon to make use of pellet boiler a more cost effective option. The County is currently under two-year contract with Eastern Propane for \$1.499. Rep. Deshaies asked if ARPA funds can be used for the boilers. Dir. Murray said it would be hard to justify using the funds for this purpose and the Commissioners agree.
- The Annex uses approximately 6% of the propane annually. There is no meter on the building – one large propane tank feeds all buildings.
- Comm'r McCarthy replied that the commissioners do not plan to use ARPA funds for the Dispatch Center renovation. Chmn. Avellani asked what other budget reductions the commissioners might suggest to afford the boilers. Comm'r McCarthy will discuss with her board.
- Water System Improvement Study final report will be presented to the Commissioners on February 17
- Rep. Cordelli asked for a summary report of the Siemens Energy Project. Dir Murray said there are a few wrap up items to be completed and then the measurement verification will begin.

Department of Public Works – Director Will DeWitte

- Dir. DeWitte presented his proposed 2022 budget, including a requested to add temporary, part-time seasonal (winter) employee to assist during storms.
- Question if other County vehicles can use State of NH gas/diesel pumps or if limited to Sheriff's Department.

- Boy Scouts have requested construction of a shed in the blueberry field. The County to supply the materials, Scouts to build the shed. It would be portable and County property. Rep. Umberger and Rep. Cordelli suggest high school vocational programs may also be interested in building the shed
- Dir. DeWitte holds the sole water system certification. He and the other full-time employee hold sewer licenses
- 2021 was the worst hay season in 13 years
- Rep. Deshaies asked if the County spends more on the public works activities than it brings in revenue, particularly labor costs. Dir. DeWitte said his department is keeping 90 acres open through haying and making money. Rep. Deshaies asked that Dir/ DeWitte work with Finance to determine true cost of producing farm products. Rep. Cordelli noted that, in the past, the Commissioners were asked to put out request for proposal to have private contractor hay the fields. Chmn. Avellani guesses that the volume of hay available does not make it cost-effective for a private contractor. Comm'r Plache said there is a need for the hay in the County. He would be concerned about leasing the fields and this years' low harvest due to weather should not be considered the norm.
- Initial capital expenditure request includes a lawn mower (\$7,000) and a bale grabber for the backhoe (\$5,000). Dir. DeWitte requests that the Delegation remove his bale grabber request. Rep. Cordelli is opposed to the request for proposals being brand-specific
- Chmn. Avellani asked that the Delegation be kept abreast of the water system study recommendations. Recommendation on water rates, capacity, grants possibilities all part of the study

MOTION: "Reduce the DPW Capital Expenditures request to \$7,300" by Rep. Umberger, 2<sup>nd</sup> Rep. Woodcock. Passed unanimous

#### Information Technology – Jon Rich, Cybertron

- MVC, human resources, and the business office have email encryption ability. Rep. Cordelli asked that the Commissioners review to determine who should have encrypted email. Comm'r Plache agreed
- Mr. Rich will provide a list of department software contracts to Chmn. Avellani, Coord. Seamans and Comm'r McCarthy to then send to full Delegation

#### Other Business

Rep. Marsh asked to enter protest into the record. Chmn. Avellani scheduled the MVC subcommittee meeting February 18 at precisely the time that two members, he and Rep. Burroughs, are unavailable to attend.

#### 2022 Budget Actions

MOTION: "To approve the Human Services (BEAS) budget 100.4190.056 at \$5,576,386" by Rep. Cordelli, 2<sup>nd</sup> Rep. Deshaies. Passed unanimous.

MOTION: "To accept the 2022-2025 as Sheriff Department collective bargaining agreement" by Rep. MacDonald, 2<sup>nd</sup> Rep. Deshaies. Passed 12-0-1 (Rep. Cordelli abstained because he had not read the contract prior to the vote)

Major changes were wages (5% year one, 4% year two and 3% year three) and incentive (higher education). Call out time is also increased from three hours paid to four hours paid.

MOTION: "To approve the Sheriff Department budget 100.4140 at \$1,716,681" by Rep. Deshaies, 2<sup>nd</sup> Rep. Woodcock. Passed unanimous

MOTION: "To accept the Dispatch Center budget 100.4142 at \$889,298" by Rep. McAleer, 2<sup>nd</sup> Rep. Marsh. Passed 10-2-1 with Reps. Cordelli and Smith opposed and Rep. Umberger abstaining.

MOTION: "To table Rep. McAleer's motion" by Rep. Umberger, 2<sup>nd</sup> Rep. Cordelli. Failed 9-4 with Reps. Umberger, Cordelli, Smith and Avellani in favor.

Sheriff Richardi was asked last meeting to take his requested market increase for dispatchers to the commissioners. He was told by the Commissioners that they would not take any further action on the budget, their work was completed in November. Chmn. Avellani said the Delegation was looking for the Commissioners' opinion on the requested increase. Further, last year the Delegation made changes to the 2021 budget without input from the Commissioners and received flak from the commissioners for doing so. Rep. Umberger said the increase is not agreed to or denied by the Commissioners. By approving the Sheriff's requested increase, the Delegation would be overriding the Commissioners' budget. There have been several things presented, some with and some without the Commissioners' blessing. Rep. Umberger votes no because she has not received an opinion on it from the Commissioners. Rep. McAleer believes the commissioners have merely deferred to the Delegation to decide. Rep. Knirk is basing his vote on it being the right thing to do to increase starting wages in hopes of improving recruitment efforts. Rep. Umberger noted that those that abstained or voted no did so because they really wanted the commissioners' input.

MOTION: "Approve the Domestic Violence Prosecutor budget 100.4112 at \$140,686" by Rep. Deshaires, 2<sup>nd</sup> Rep. Buco. Passed 10-2 with Reps. Umberger and Smith opposed because the commissioners did not provide an opinion on the proposed market wage increase.

Rep. Nelson is disappointed that the commissioners did not weigh in but voted in favor because he believes the funding is needed. Chmn. Avellani noted that the Delegation approves the funding but it is up to the elected officials to set the starting wages for their employees.

*Rep. Cordelli left the meeting*

MOTION: "Approve the County Attorney budget 100.4110 at \$754,629" by Rep. Woodcock, 2<sup>nd</sup> Rep. Deshaires. Passed 10-2 with Reps. Umberger and Smith opposed because the commissioners did not provide an opinion on the proposed market wage increase.

MOTION: "Approve Diversion Program expense budget at \$5,700" by Rep. Deshaires, 2<sup>nd</sup> Rep. Knirk. Unanimous.

Atty. Andrucci brought the program idea to the commissioners and received their support. She also took the program idea to the judiciary and to probation. She was elected to make decisions about how to dispose of cases. Rep. Umberger has a problem with the diversion program if it extends beyond first time offenders. She asked for regular reporting on the status of the program. Rep. Knirk said the Delegation should support programs that promote rehabilitation.

The meeting was recessed to the Call of the Chair.

County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
February 28, 2022

Meeting convened: 2:00 p.m.

Members Present: Chairman Lino Avellani, Vice-Chairman John MacDonald, Clerk Brodie Deshaires, Mark McConkey (remote), Jerry Knirk (remote), Anita Burroughs (remote), Steve

Woodcock, Chris McAleer, Tom Buco, William Marsh, Glenn Cordelli, Karen Umberger(remote), Jonathan Smith, Bill Nelson (remote)

Members Absent: Karel Crawford

Others Present: Director of Public Works Will DeWitte, CCHOC Superintendent Sean Eldridge, Ed Comeau (GovernmentOversite.com), Executive Coordinator Mellisa Seamans

Roll Call

Pledge of Allegiance.

Moment of Silence for the people of Ukraine facing Russian hostilities.

#### Approval of Meeting Minutes

MOTION: "Approve February 12, 2022 meeting minutes" by Rep. MacDonald, 2<sup>nd</sup> Rep. Marsh. Passed by roll call vote 12-0

#### MVC Subcommittee

Rep. McConkey noted that the subcommittee met and will be meeting again March 1 in hopes of having recommendations to the full Delegation at their next meeting.

#### Carroll County House of Corrections – Superintendent Sean Eldridge

Presented revised budget with corrections as requested at the Feb. 12 meeting.

MOTION: "Approve the Jail budget at \$3,934,088" by Rep. Smith, 2<sup>nd</sup> Rep. Cordelli. Passed on roll call vote 12-0-1 with Rep. Umberger abstaining as she was not present for the discussion.

MOTION: "Approve the Jail revenue at \$200,000" by Rep. Cordelli, 2<sup>nd</sup> Rep. Smith. Passed on roll call vote 11-2 with Reps. Marsh and Woodcock opposed.

#### Department of Public Works – Director Will DeWitte

MOTION: "To increase line 100.4193.062 (Gasoline) to \$5,000 and line 100.4193.065 (Diesel) to \$4,500" by Rep. Deshaies, 2<sup>nd</sup> Rep. MacDonald. Passed on roll call vote 13-0

MOTION: "To approve the Department of Public Works bottom line at \$287,582" by Rep. Woodcock, 2<sup>nd</sup> Rep. Cordelli. Passed 13-0 on roll call vote.

MOTION: "To approve DPW Revenue at \$30,000" by Rep. Woodcock, 2<sup>nd</sup> Rep. Smith passed on roll call vote 13-0

MOTION: "To approve DPW Capital Expenditure of \$7,530" passed on a roll call vote 13-0

#### Convention Proposed Budget

MOTION: "To add \$20,000 for line 100.9370.100 (performance audit)" by Rep. Cordelli, 2<sup>nd</sup> Rep. Smith. Passed on roll call vote 13-0

MOTION: "Approve total Convention budget at \$29,450" by Rep. Cordelli, 2<sup>nd</sup> Rep. Smith. Passed on roll call vote 13-0

MOTION: "To form a performance audit committee" by Rep. Umberger, 2<sup>nd</sup> Rep. Cordelli. Passed on roll call vote 13-0

Members interested in serving on the committee, please contact Chmn. Avellani.

#### Capital Expenditures

MOTION: "Add \$90,000 to line 100.9400.099" by Rep. Woodcock, 2<sup>nd</sup> Rep. McAleer. Passed 9-4-1 with Reps. McConkey, Umberger, Cordelli and Smith opposed and Rep. Nelson abstaining because he was not present for the discussion.

This addition is for funding the purchase of three new boilers

Rep. Smith asked if there has been a third party review of the need for the boilers. Dir. Murray noted there is a possibility that he may ask the Commissioners to waive the bid process and, if so, will present reasons. Rep. Cordelli said the County has a history of bringing in contractors and continuing with the same courses

for future projects rather than going out to bid. Rep McConkey asked if ARPA funds can be used for the boilers. Dir. Murray said it is his opinion and that of the Commissioners that the boilers do not qualify as an allowable use of ARPA funds. Rep. Umberger can support a new boiler for the Annex to replace the failed one but not three new boilers for MVC

*Rep. Nelson joined the meeting remotely.*

MOTION: "Approve \$137,900 for line 100.9400.099 MVC Capital Expenditure" by Rep. McAleer, 2<sup>nd</sup> Rep. Buco. Passed on roll call vote 11-2-1 with Reps. Cordelli and Smith opposed and Rep. Nelson abstaining because he was not present for the discussion.

MOTION: "Approve \$5,000 for Annex Capital Expenditure in line 100.9400.098" by Rep. Woodcock, 2<sup>nd</sup> Rep. MacDonald. Passed on roll call vote 14-0

This expenditure is to replace the Annex boiler room door

#### Revenue

MOTION: "Approve the commissioners proposed 2022 revenue lines for 4000.018 Water Department Income (\$24,000), 4000.024 Miscellaneous (\$10,000), 4000.030 Insurance Refunds (\$176,451) and 4000.036 Unincorporated Places (\$9,000)" by Rep. Cordelli, 2<sup>nd</sup> Rep. Marsh. Passed 14-0

#### Registry of Deeds Equipment Account

On the request of Register Lisa Scott:

MOTION: "To authorize the expenditure from the Registry of Deeds Equipment account up to \$12,000 for purchase of roller shelving" by Rep. Woodcock, 2<sup>nd</sup> Rep. Umberger. Passed 14-0

#### Finance Department

Due to the CFO indicating that she would make every attempt to attend future Delegation meetings, Rep. MacDonald withdrew his motion from the February 12 meeting.

MOTION: "To move \$132,990 from 100.4105.007 (CFO Salary) to 100.4105.098 (Contracted Services) and move \$1 from 100.4105.098 to 100.4105.007" by Rep. MacDonald, 2<sup>nd</sup> Rep. Umberger. Passed 14-0.

MOTION: "Approve bottom line of 100.4105 of \$420,794" by Rep. MacDonald, 2<sup>nd</sup> Rep. Deshaies. Passed on roll call vote 13-0.

#### Public Comment

Mr. Comeau encourages an independent evaluation of the need for the new boilers prior to these being purchased. Rep. Cordelli said awarding the purchase to the current vendor should not be approved under the "sole source" clause.

The meeting was recessed to the Call of the Chair.

County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
March 4, 2022

Meeting convened: 2:00 p.m.

Members Present: Chairman Lino Avellani, Vice-Chairman John MacDonald, Mark McConkey, Anita Burroughs, Steve Woodcock, Chris McAleer, Tom Buco, William Marsh, Glenn Cordelli (remote), Karen Umberger, Jonathan Smith, Bill Nelson, Karel Crawford

Members Absent: Brodie Deshaies, Jerry Knirk

Others Present: Commissioner Terry McCarthy, Commissioner Matthew Plache, Executive Coordinator Mellisa Seamans, CFO Bonnie Batchelder, MVC Administrator Dee Brown, MVC Finance Director Paula Coates, IT Director Jon Rich (Cybertron), Director of Maintenance Bob Murray, Ed Comeau (GovernmentOversite.com)

Roll Call

Pledge of Allegiance.

Approval of Meeting Minutes

MOTION: "Approve February 28, 2022 meeting minutes" by Rep. Umberger, 2<sup>nd</sup> Rep. McConkey. Passed by roll call vote 12-0-1 with Rep. Crawford abstaining.

MVC Subcommittee

Rep. McConkey reported on the recommendations of the subcommittee. He noted Comm'r Plache, Admin. Brown and Dir. Coates were present at the meetings. The administrator was able to bring forward some reductions that were then adopted by the subcommittee. ProShare revenue was reduced and bed tax (MQUIP) slightly increased from Commissioners' recommendations. The Café will be reopening with a potential for increased sales revenue. Changes passed out of the subcommittee 3-2.

Actions

MOTION: "Accept the MVC Expenditures at 16,611,970" by Rep. McConkey, 2<sup>nd</sup> Rep. Smith. Passed 13-0

MOTION: "Accept the MVC Revenue at \$11,791,551" by Rep. McConkey, 2<sup>nd</sup> Rep. Smith. Passed 13-0

MOTION: "Approve the Mountain View Community Collective Bargaining Agreement (April 1, 2022 – March 31, 2023)" by Rep. McConkey, 2<sup>nd</sup> Rep. MacDonald. Passed 13-0

MOTION: "Approve MVC Capital Expense (Dietary) at \$20,000" by Rep. McConkey, 2<sup>nd</sup> Rep. MacDonald. Passed 13-0

Chmn. Avellani thanked the Admin. Brown and Dir. Coates for their work.

MOTION: "Approve the Sheriff's Department revenue at \$307,895" by Rep. McConkey, 2<sup>nd</sup> Rep. McAleer. Passed 13-0

MOTION: "Approve County Attorney revenue at \$5,702" by Rep. McConkey, 2<sup>nd</sup> Rep. Burroughs. Passed 13-0

MOTION: "Approve Federal Grants revenue at \$190,500" by Rep. McConkey, 2<sup>nd</sup> Rep. McAleer. Passed 13-0

MOTION: "Approve \$2,000 interest income" by Rep. McConkey, 2<sup>nd</sup> Rep. Crawford. Passed 13-0

MOTION: "Approve \$110,665 Victim Witness Expense budget" by Rep. McConkey, 2<sup>nd</sup> Rep. Marsh. Passed 13-0

MOTION: "Reduce 100.8000.017 Information Technology County-Wide Training to \$1" by Rep. Cordelli, 2<sup>nd</sup> Rep. McConkey. Passed 13-0

MOTION: "Approve Information Technology budget at \$439,036" by Rep. McConkey, 2<sup>nd</sup> Rep. Smith. Passed 13-0

Mr. Rich will provide an updated inventory of IT equipment. As requested last meeting, Mr. Rich provided a detail of all software licenses in the 8000.066 line. The CFO was reminded to capture all MVC software licensing costs in the IT budget on the annual cost report.

MOTION: "Approve Sheriff Department Capital Expenditures at \$206,000" by Rep. Umberger, 2<sup>nd</sup> Rep. Woodcock. Passed 12-0-1 with Rep. Cordelli abstained.

*Rep. Cordelli exited the meeting.*

MOTION: "Approve Capital Expenditure total at \$376,250" by Rep. McConkey, 2<sup>nd</sup> Rep. McAleer. Passed 12-0

MOTION: "Approve 2022 County Expenditures at \$35,434,798" by Rep. McConkey, 2<sup>nd</sup> Rep. Burroughs. Passed 12-0

MOTION: "Use \$3,554,394 from fund balance to offset taxes" by Rep. Umberger, 2<sup>nd</sup> Rep. McConkey. Passed 11-1 with Rep. Buco opposed.

Lengthy discussion about use of fund balance. Received report from CFO Batchelder that the County has \$7,662,000 in undesignated fund balance (16% of County budget). She recommends keeping as close to 2 months' expense (\$5.9 million) in fund balance if possible. Rep. Smith noted Town of Ossipee has policy to keep 11% in fund balance. Rep. McConkey noted that if there was an emergency the County does have the ability to approve a supplemental budget. Rep. Burroughs pointed to the uncertainty due to what is happening in Ukraine. Chmn. McCarthy reported that all towns pay their County tax on time. Rep. Umberger does not expect reduction in revenue in the near future if it was not reduced in the middle of Covid. Rep. Buco would like to keep the fund balance at the recommendation by the CFO. Rep. Umberger noted that fund balance is money collected in taxes or received more than anticipated revenue and should be given back to the taxpayers. Rep. Avellani said the changes the commissioners made in the finance office have brought calm to the years of uncertainty and a confidence in the accounting.

MOTION: "Approve \$18,000,000 for County General" by Rep. McConkey, 2<sup>nd</sup> Rep. Crawford. Passed 12-0

MOTION: "Approve total 2022 revenue of \$35,434,798" by Rep. McConkey, 2<sup>nd</sup> Rep. Crawford. Passed 12-0

Rep. McConkey thanked all for completing the budget process early. Chmn. Avellani thanked all and to be done early is a win for all of us. The meeting was recessed to the Call of the Chair. (3:56pm)

County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
May 18, 2022

Meeting convened: 1:00 p.m.

Members Present: Chairman Lino Avellani, Vice-Chairman John MacDonald, Clerk Brodie Deshaies, Anita Burroughs, Steve Woodcock, Chris McAleer, Tom Buco, William Marsh, Glenn Cordelli, Karen Umberger (remote), Jonathan Smith, Bill Nelson, Karel Crawford (remote), Jerry Knirk

Members Absent: Mark McConkey

Others Present: Commissioner Terry McCarthy (remote), Commissioner Matthew Plache, Treasurer Joe Costello, County Attorney Michaela Andruzzi, Register of Deeds Lisa Scott, Sheriff Domenic Richardi, Executive Coordinator Mellisa Seamans, CFO Bonnie Batchelder, Director of Maintenance Bob Murray, Ed Comeau (GovernmentOversite.com)

Roll Call

Pledge of Allegiance.

Capital Reserve Change of Purpose – Public Hearing

CFO Batchelder: Changed policy from personal/sick/vacation time to earned time only with a cap for all non-union employees based on years of service. No employee lost time. Paid out all employees that were over the cap of 280 hours on April 1 (approximately \$8,000). Short-term disability plan now offered (effective

May 1). Created Sick Leave Bank. Repurpose capital reserve to cover accrued payouts on termination and cover sick bank time. Sick Bank Committee is in place; employees submit application for approval. No limit to number of hours carried from year-to-year but earned time caps at 280 hours and that is the maximum that can be paid back. Union members still have the personal/vacation/sick time accrual systems. Short-term disability has a one to 8-day waiting period and covers 66 2/3 of employee's wages up to 13 weeks. Estimated annual savings is \$40-\$50,000 assuming the maximum sick bank is used. Recommends capping the fund at \$150,000 and re-evaluating each year

#### Discussion

Rep. Buco, Rep. Umberger and Rep. Woodcock expressed concern about depleting the capital reserve in case cost of water system improvements exceed ARPA funding. The commissioners are planning to use \$2 million in ARPA funds for the improvements. Total cost is unknown at this time; further study is being done. Comm'r McCarthy noted that the commissioners are pursuing other grants. Lengthy discussion about the sick bank and earned time policies.

MOTION: "To rename the previously established Water Tower Capital Reserve Fund to 'Accrued Benefits Liability and Sick Bank Non-Capital Reserve Fund' for the purpose of providing payment of accrued time owed to employees upon separation or retirement and to provide a Sick Bank for use by County employees whose accrued time is exhausted, to designate the Carroll County Board of Commissioners as agents to expend from said fund, contingent on Executive Committee approval for all transfers from said fund" by Rep. MacDonald, 2<sup>nd</sup> Rep. Deshaies. Passed 13-1 with Rep. Woodcock opposed.

#### Approval of Meeting Minutes

MOTION: "Approve March 4, 2022 meeting minutes" by Rep. MacDonald, 2<sup>nd</sup> Rep. Burroughs. Passed by roll call vote 12-0-1 with Rep. Deshaies abstaining.

#### Establishing Compensation

MOTION: "To set the County Attorney's salary at \$102,000 for 2023 and 2024" by Rep. MacDonald, 2<sup>nd</sup> Rep. Knirk.

AMENDMENT: "To set the County Attorney's salary at \$102,000 for 2023 and \$104,000 for 2024" by Rep. McAleer, 2<sup>nd</sup> Rep. Woodcock. Passed 11-2 with Reps. Umberger and Cordelli opposed

MOTION: "To set the County Attorney's salary at \$102,000 for 2023 and \$104,000 for 2024" by Rep. McAleer, 2<sup>nd</sup> Rep. Woodcock. Passed 11-2 with Reps. Umberger and Cordelli opposed

MOTION: "To set the Register of Deeds salary at \$73,000 for 2023 and \$75,000 for 2024" by Rep. Cordelli, 2<sup>nd</sup> Rep. MacDonald. Passed 12-0

MOTION: "To set the County Commissioners salary at \$12,000 for 2023 and 2024" by Rep. Umberger, 2<sup>nd</sup> Rep. Cordelli. Passed 12-1 with Rep. Woodcock opposed.

MOTION: "To set the Sheriff's salary at \$85,000 for 2023 and 2024" by Rep. MacDonald, 2<sup>nd</sup> Rep. Deshaies. Passed 12-0

MOTION: "To set the Treasurer salary at \$8,300 for 2023 and \$8,400 for 2024" by Rep. Cordelli, 2<sup>nd</sup> Rep. MacDonald. Passed 12-0

#### 1<sup>st</sup> Quarter Financials

CFO Batchelder reported the spending is on track for first quarter. Two million drawn down on tax anticipation note to date. The 2021 financials are ready for auditing. Unable to find an auditor but will keep trying. Many auditors are leaving the field.

## Other Business

MVC replacement boilers request for proposals went out this week. Two year contracts in place for propane and electric.

County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
September 21, 2022

Meeting convened: 10:00 a.m.

Members Present: Chairman Lino Avellani, Vice-Chairman John MacDonald, Clerk Brodie Deshaies, Mark McConkey, Anita Burroughs, Steve Woodcock, Chris McAleer, Glenn Cordelli, Karen Umberger (remote), Jonathan Smith, Karel Crawford, Jerry Knirk

Members Absent: Tom Buco, William Marsh, Bill Nelson

Others Present: Treasurer Joe Costello (remote), Executive Coordinator Mellisa Seamans, CFO Bonnie Batchelder, Ed Comeau (GovernmentOversite.com)

Roll Call. Pledge of Allegiance.

## Approval of Meeting Minutes

By unanimous roll call votes (12-0) the Delegation approved the following meeting minutes:

1. February 28, 2022 Delegation Meeting
2. March 4, 2022 Delegation Meeting
3. May 18, 2022 Delegation Meeting
4. February 18, 2022 MVC Subcommittee Meeting
5. March 1, 2022 MVC Subcommittee Meeting
6. March 4, 2022 MVC Subcommittee Meeting
7. May 18, 2022 Executive Committee Meeting

## Review of July 31, 2022 Financials

- 42% of the General Fund budget remaining for the year; 43% of MVC budget
- Received 2<sup>nd</sup> half of ARPA funds; \$1.2 million spent - \$500,000 premium pay, \$500,000 to nonprofits, water system study, website upgrade contract, \$30,000 to broadband consultant
- \$7 million of the tax anticipation note has been drawn so far
- The archival restoration project in the Registry - \$2.8 million of the \$5 million bond has been spent year-to-date; Register Lisa Scott will be invited to the next meeting to give a project update
- Petty cash is important but not on top of priority list. Review of the petty cash and other internal control policies in process.
- Rep. Smith questioned the electric expense percentage spent at 78%; deductible pay fund at 108%
- CFO Batchelder brought up concern about line item transfers. The process has the department heads getting approval from commissioners and then waiting sometimes months before the transfers are also approved by the Executive Committee. This causes confusion for department heads because the transfers are not posted in the finance software until approved by Committee. Rep. Umberger suggested setting a standing monthly Committee meeting that could be cancelled if not needed in a particular month. Rep. Knirk suggested amending the RSA to increase the transfer limit that triggers the transfer process. NH RSA 24:13-d was adopted specifically for Carroll County in 2015. Coord. Seamans asked at what point the Delegation might consider legislation to rescind this law. Members spoke in favor of increasing the threshold rather than rescinding the law at this point.

- Still unsuccessful at finding an auditor who is taking on new municipal clients for the 2021 audit. Changes in the peer review standards and difficulty recruiting staff has led to many leaving the auditing field.
- All required paperwork has been submitted to NH DRA for the 2022 tax rate setting.
- Coord. Seamans distributed the Commissioners' 2023 budget timeline so those interested can attend the meetings to hear the budget presentations.

#### Other Business

Rep. McConkey thanked Rep. Deshaies, especially for his responsibilities as clerk; Rep. Marsh, especially for his time afforded to constituents in opening a boys' camp; and Rep. Nelson for his 10 years as State Representative. Rep. Avellani echoed the sentiments, said it was an honor to serve as Chair and thanked members for keeping the partisanship out of the Delegation room. Rep. Burroughs thanked Rep. Deshaies for his bipartisanship and always being willing to talk about the issues.

County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
December 12, 2022

Meeting convened: 10:00 a.m.  
 Members Present: Lino Avellani, Michael Belcher, Richard Brown, Anita Burroughs, Glenn Cordelli, Michael Costable, Karel Crawford, John MacDonald, Chris McAleer, Mark McConkey, David Paige, Katy Peternel, Jonathan Smith, Steve Woodcock  
 Members Absent: Tom Buco  
 Others Present: Register of Deeds Lisa Scott, Treasurer Joe Costello (remote), Executive Coordinator Mellisa Seamans, Commissioner Matthew Plache, Ed Comeau (GovernmentOversite.com)

#### Roll Call

#### Pledge of Allegiance

#### Member introductions

Moment of Silence for Hon. Richard Cogswell, a veteran, former State representative, and co-founder of White Horse Addiction Center who passed away on December 11.

#### Election of Officers

Chairman Avellani, Vice-Chairman Cordelli, Clerk McConkey

Reps. MacDonald and Woodcock both declined nomination to the vice-chairman position

Executive Committee will include the officers along with Rep. Buco and Rep. Burroughs

#### Public Hearing – Commissioners' Proposed 2023 Budget

Comm'r Plache presented the proposed budget:

- \$36,808,983, 3.88% increase over 2022
- Difficult year with high inflation
- This budget allocates costs to all departments rather than centralizing costs (medical insurance, utilities, etc.)
- Moved to a new, consumer-driven plan for employee health insurance; reduced employee share from 20% to 15%
- Losing employees at the jail and nursing home; looking at wages. Looking at starting salaries at other County jails \$25 to \$26 per hour while Carroll County is \$17.44. The jail union contract has

been finalized with increase in starting salary. Department heads can speak about their individual departments.

- Jail capital expenditure project needed due to security concerns. Plan to borrow to finance this project rather than paying in full from this budget.
- Working with Siemens on the Annex plan with intent to use ARPA monies to pay for the project. Running out of space in the administration building and the Annex is essential to operations. Plan will be to make office space in the Annex and room for area non-profits.
- About 70 acres of County land is being used for hay
- Finding an auditor for the 2021 audit was a challenge but the County has contracted with Vachon, Clukay and the audit is underway
- A full-time IT Director is requested in the 2023 budget. Working with Primex and NH Department of Homeland Security on recommendations. Chmn. Avellani asked if a subcommittee for IT would be appropriate. Cybersecurity is the main issue.
- There is about \$40,000 in the proposed budget for the Courthouse. Real estate agents, developers, housing groups and a charter school have all had discussion with the commissioners about the courthouse. The County does not have a need for the building. Rep. McConkey suggested the commissioners develop a plan to execute the agreement to sell the property quickly. The facilities director advised against winterizing it. Rep. Burroughs noted its historical value and suggested a study for now and in the future to make sure the County has no use for it. Mr. Steer suggested the building could be used as a movie set.

Rep. Cordelli praised the Commissioners for the work done in the past two years to straighten out the finances. Chmn. Avellani said the past two years has been a welcome change, knowing the numbers are true is refreshing.

Rep. Cordelli said it would be nice to have real-time figures to make changes as the Delegation is debating and voting on the budget.

Comm'r Plache said there were serious issues when he and Comm'r Tessari took office in January 2021. The three commissioners worked together to clean up a lot of issues in the finance office. Times are difficult for employees with rising costs and lack of housing in Ossipee.

Rep. McConkey asked if the commissioners have considered forming a committee and seriously discussing using County land for housing.

Rep. Burroughs asked if the commissioners would entertain a presentation by a solar energy group in Sandwich.

Rep. Cordelli presented his annual list of information requests.

Public Hearing closed at 10:45 a.m.

#### Public Hearing – Tax Anticipation Note Borrowing

MOTION: "Authorize borrowing up to \$17 million for tax anticipation note for 2023" by Rep. Cordelli, 2<sup>nd</sup> Rep. McAleer. Passed by roll call vote 14-0.

#### Public Hearing – Establishing a Capital Reserve Fund

MOTION "To table this item until fund balance information can be provided by the County" by Rep. Woodcock. Passed 14-0

Meeting recessed to the Call of the Chair.