

# MERRIMACK COUNTY



## ANNUAL REPORT

For the year ending December 31, 2019



MERRIMACK COUNTY BOARD OF COMMISSIONERS  
2019

*TARA REARDON, CHAIRMAN*

*STUART TRACHY, VICE - CHAIRMAN*

*PETER J. SPAULDING, CLERK*



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## MERRIMACK COUNTY DIRECTORY

<u>Commissioners</u> Tara Reardon, Chairman Stuart Trachy, Vice Chairman Peter Spaulding, Clerk	796-6800
<u>County Treasurer</u> Leo Bernier	796-6800
<u>County Administrator</u> Ross Cunningham	796-6800
<u>Finance Director</u> Michael Rivard	796-6800
<u>Human Resources Director</u> Sara A. Lewko	796-6800
<u>County Attorney</u> Robin Davis	228-0529
<u>High Sheriff</u> Scott Hilliard	796-6600
<u>Register of Deeds</u> Susan Cragin	228-0101
<u>Nursing Home Administrator</u> Matt Lagos	796-2165
<u>Corrections Superintendent</u> Ross Cunningham	796-3600
<u>UNH Cooperative Extension</u> Tim Fleury	796-2151
<u>Human Services Department</u> Bethany Cottrell	225-5445

## MERRIMACK COUNTY TOWNS BY DISTRICT

### DISTRICT ONE - Commissioner Tara Reardon

- \*Boscawen
- \*Concord
- \*Webster

### DISTRICT TWO - Commissioner Stuart Trachy

- \*Allentown
- \*Andover
- \*Canterbury
- \*Chichester
- \*Epsom
- \*Franklin
- \*Hill
- \*Loudon
- \*New London
- \*Northfield
- \*Pembroke
- \*Pittsfield
- \*Salisbury

### DISTRICT THREE - Commissioner Peter Spaulding

- \*Bow
- \*Bradford
- \*Danbury
- \*Dunbarton
- \*Henniker
- \*Hooksett
- \*Hopkinton
- \*Newbury
- \*New London
- \*Sutton
- \*Warner
- \*Wilmot

MEMBERS OF THE NEW HAMPSHIRE HOUSE OF REPRESENTATIVES

\*ALLARD, JAMES C.  
BARTLETT, CHRISTY  
BUCHANAN, RYAN  
CARSON, CLYDE  
COPP, ANNE  
DOHERTY, DAVID  
\*EBEL, KAREN  
ELLISON, ART  
FORSYTHE, ROBERT  
FOX, SAMANTHA  
\*FULWEILER, JOYCE  
HILL, GREGORY  
\*HORN, WERNER  
KARRICK, DAVID  
KLOSE, JOHN  
KOTOWSKI, FRANK  
KUCH, BILL  
LANE, CONNIE  
\*LUNEAU, DAVID  
\*MACKAY, JAMES  
MCGUIRE, CAROL  
MCWILLIAMS, REBECCA  
MOFFETT, HOWARD  
\*MYLER, MEL  
PEARL, HOWARD  
PIMENTEL, ROD  
RICHARDS, BETH  
RODD, BETH  
\*ROGERS, KATHERINE  
SAUNDERSON, GEORGE  
\*SCHAMBERG, TOM  
\*SCHUETT, DIANNE  
SCHULTZ, KRIS  
\*SEAWORTH, BRIAN  
SOUCY, TIMOTHY  
TESTERMAN, DAVE  
\*TURCOTTE, ALAN  
WALLNER, MARY JANE  
WALSH, THOMAS  
WALZ, MARY BETH  
WAZIR, SAFIYA  
WELLS, KEN  
WOLF, DAN  
WOODS, GARY  
YAKUBOVICH, MICHAEL

**DELEGATION OFFICERS:**

Dianne Schuett, Chair

Dave Luneau, Vice Chair

Mel Myler, Clerk

**EXECUTIVE COMMITTEE OFFICERS:**

James MacKay, Chair

Karen Ebel, Vice Chair

Werner Horn, Clerk

**\* Members of the Executive Committee**



Minutes:

Merrimack County Delegation Meeting – March 18<sup>th</sup>, 2019 – 4 Court Street, Concord

Chairman Dianne Schuett called the public hearing to order at 10:00am

Chairman Dianne Schuett asked all to stand for the Pledge of Allegiance.

Chairman Dianne Schuett declared the public hearing underway and asked Clerk Tom Schamberg to read the public notice. Notices for this meeting were duly noted in the House calendar and Concord Monitor.

Chairman Dianne Schuett said, “thank you”, as you probably have all noticed Clerk Mel Myler is absent today, so I've asked Representative Schamberg to fill in.

Chairman Dianne Schuett asked if any member of the public wish to comment.

Seeing none public hearing was closed at 10:14am.

Chairman Schuett opened the Delegation meeting and asked clerk Schamberg to read the public notice.

Chairman Schuett asked clerk Schamberg to call the roll to establish a quorum. A quorum was declared with 25 members present.

Chairman Dianne Schuett indicated the first order of business is the approval of funding for the Department of Corrections SEA union contract.

Chairman Dianne Schuett called upon County Administrator Ross Cunningham to provide an overview of the SEA union contract.

County Administrator Ross Cunningham explained we basically have been negotiating since actually the end of 2014 into 2015. The contract expired December 31, 2014. So we've been perpetually negotiating for a while we've actually had 2 tentative agreements which internally was voted down by the members so we're here today with the third tentative agreement and asking for your approval to fund it. Both sides have worked very hard and I have to say today is a combination of a lot of effort to get to this point. This affects 106 people in the organization, 106 positions out of 165 positions total environment. Some of the things that are reflected in your handout will tell you the funding scheme and how it all worked out.

Mr. Cunningham further explained, Sara Lewko HR Director, is here in the room if you have any questions. One of the things we based it off is keeping ourselves competitive. So most recent contract that got awarded was in Rockingham County with starting wages at \$18/hr. we are coming up against that by \$17.31. So it's not necessarily being ahead of the bell curve, it's actually being around the edge of the bell curve and being more efficient, effective and staying on the heels in the sense of our competitive pool of people who are seeking to come work for us. We also have a very good benefits package time off and things like that. The other real positive thing is now we have everybody migrated over to one insurance plan. This is actually one of the bigger tipping points for the contract.

Representative McGuire asked where these people are employed. County Administrator Ross Cunningham explained at the Merrimack County Department of Corrections.

Chairman Dianne Schuett asked if there were any other questions or comments.

Representative McGuire asked if these were group 1 or group 2 positions? County Administrator Ross Cunningham explained most are group two, the nursing staff is not.

Chairman Dianne Schuett asked for further questions or comments. See none, Chairman Schuett asked if there was a motion to adopt?

Representative Doherty moved approval of funding for the S.E.A. Department of Corrections union contract as presented, seconded by Representative Soucy.

Chairman Dianne Schuett asked clerk Schamberg to call for the vote. In a roll call vote, motion passes 25-0.

Chairman Schuett stated we will now move on to approval of the 2019 proposed county budget.

Representative MacKay moved the 2019 budget, 2nd by Representative Wazir - motion to appropriate the sum of \$89,870,355 which represents the bottom line of the proposed expenditures for the fiscal year ending December 31, 2019. Revenue estimates other than taxes of \$42,904,343 and to direct the Merrimack County Treasurer to issue a warrant to the several cities and towns in the County in the amount of \$46,966,012 pursuant to NH RSA 29:11. After a brief presentation of the 2019 budget presented by County Administrator Cunningham by way of roll call motion passed 25-0.

Chairman Dianne Schuett asked for questions or comments.

Representative Fulweiler stated during the Executive Committee meeting the members heard about a re-organization of departments and asked if the County Administrator could brief the members of the Delegation.

County Administrator Ross Cunningham explained recently the Board of Commissioners approved a reorganization which puts three programs under one Director, Bethany Cottrell. The Human Services Division will consist of Advocacy Center, Visitation and Juvenile Services. Discussion followed.

Chairman Dianne Schuett indicated the County is looking at enhancing its Capital Improvement Plan by creating some capital reserve funds for specific areas. We are looking for volunteers to serve on a committee to consider what items should be included in that package. We do have time to work on it throughout this year, as we have no major expenses coming up. If you wish to volunteer please let County Administrator Cunningham know.

Secondly, Chairman Schuett mentioned the new courthouse dedication is scheduled for March 26<sup>th</sup> at 3:30pm. Delegation members should have received an invite.

Commissioner Asplund-Walsh asked if County Administrator could update the Delegation on the old courthouse renovations.

Chairman Dianne Schuett mentioned Pembroke Academy celebrating their 200<sup>th</sup> anniversary on May 11<sup>th</sup>.

Chairman Schuett thanked Merrimack County staff for their time and effort during the budget process. Primarily Finance Director Mike Rivard and Administrative Assistant Mel Harrison.

Seeing no other business motion to adjourn at 10:45am by Representative Schultz, Seconded by Representative Soucy.

Thomas Schamberg  
Acting Clerk  
Merrimack County Delegation

Minutes:

Merrimack County Delegation Public Hearing and Delegation Meeting - December 9, 2019 - Old Courthouse - 163 N. Main Street, Concord

Chairman Dianne Schuett opened the Public Hearing at 10am and called for the pledge of allegiance and a moment of silence.

Clerk of the Delegation Mel Myler read the public notice for the Public Hearing.

Chairman Schuett asked if any member of the public had any questions or comments. Seeing none, public hearing was closed at 10:11am.

Chairman Schuett opened the Delegation Meeting at 10:11am and asked Clerk Myler to read the public notice and to call roll. A quorum was declared with 25 members of the Delegation present.

Members present: Bartlett, Doherty, Ellison, Hill, Horn, Karrick, Luneau, MacKay, Moffett, Myler, Pimental, Rodd, Rogers, Saunderson, Schamberg, Schuett, Schultz, Seaworth, Soucy, Testerman, Turcotte, Wazir, Wells, Wolf and Woods.

County Administrator Ross Cunningham presented the 2020 proposed County budget by way of a power point presentation and explained we are heading into sub-committee process at \$91,337,968.

Revenues: MCNH \$33,772,751, Corrections \$1,228,010, Deeds \$1,358,500, Sheriff's Office \$1,123,199, sale of 10 Green Street.

Revenue other than taxes for 2020 \$43,697,516.

Expenditures: Health Insurance increase of \$213,265, Alternative care and Nursing Home Care increase of \$173,256 and \$580,031 respectively and Personnel cost increase of \$109,661. Fund balance for 2020 is \$3,700,000.

Discussion followed on the lack of recruitment in the County.

County Administrator Cunningham presented a resolution to establish a Capital Reserve Fund. Discussion followed.

Representative Luneau moved approval of establishing a Capital Reserve Fund as presented and discussed. Seconded by Representative Schamberg. On a roll cate vote, motion passed 25-0.

Representative Horn moved approval of continuation of county expenditures resolution. Seconded by Representative Schamberg. Motion passed unanimously.

Representative Horn nominated Mr. Stuart Trachy as County Commissioner and asked the Clerk to cast on ballot. Seconded by Representative MacKay.

Mr. Trachy addressed the members of the Delegation and thanked them for the opportunity.

Mr. Trachy is a life-long resident of Franklin and has served as Merrimack County Commissioner and Treasurer in past years.

Mr. Trachy is honored to serve the citizens of Merrimack County once again.

Sheriff Hilliard presented the Merrimack County Sheriff's Union 3 year contract starting January 1, 2020 through December 31, 2022. (See hand out).

2020 total cost: \$76,007 – discussion followed.

Representative Schamberg moved approval of the Merrimack County Sheriff's Union contract as presented and discussed. Seconded by Representative Luneau. Motion passed unanimously.

A brief discussion was held regarding the IDN contribution. Presently, the County sits at 30% in the 2020 budget. This may or may not change, the Commissioners will review and discussion funding based on the States Medicaid Lives formula.

Seeing no other business to come before the Merrimack County Delegation, motion by Representative Myler to adjourn at 11:14am, Seconded by Representative Horn.

Respectfully submitted,  
Mel Myler, Clerk

Sheriff:

After some discussion, the Committee decided it was appropriate to increase the Sheriff's salary to \$78,400, an approximately 2.5% rise. This is in conformance with the Sheriff's staff, plus 0.5% in recognition of the extreme stresses due to the substance abuse crisis in the county.

Register of Deeds:

After considerable discussion, the Committee decided to flat fund the Register of Deeds salary at \$71,066.

Discussion ensued on the process in which salaries are set and it was recommended that if any member of the Delegation wished to sit on the salary study committee do so.

Representative Shurtleff moved to accept the Elected Officials Salary schedule as presented and discussed. Seconded by Representative Gile. On a roll call vote the salary schedule was adopted 23-0. In other business Corrections Superintendent Ross Cunningham presented information on the Capital Area - Region 2 under the 1115 Transformational Waiver program.

Mr. Cunningham informed the members that the Board of Commissioners has approved to move forward with the program.

Meeting adjourned at 11:10a.m.

Respectfully submitted,  
Frank Kotowski, Clerk

Minutes:

Merrimack County Executive Committee Meeting - May 10<sup>th</sup>, 2019 - 4 Court Street, Concord

Members present: Allard, Doherty, Ebel, Fulweiler, Horn, MacKay, Rogers, Seaworth, Schamberg, Schuett, and Turcotte

Representative MacKay called the Executive Committee meeting to order at 9am and recognized Peter Evers, CEO of Riverbend Community Health to update on the Integrated Delivery Network (IDN2).

Peter Evers, CEO Riverbend thanked Chairman MacKay for allowing him to come and speak and thanked Merrimack County for all their support given to this project (Handouts of the program were provided to all).

In other counties, there's been some pushback from members of the Delegation around the county share, which comes to the integrated network. The State is really interested that we come and give you updates regularly of how things are going with spending the money.

Basically, the main thing is that we are the recipients of what I call a Medicaid waiver. That is ordinarily, we are given codes that we can work with to provide services which are medically necessary to individuals of the Medicare population of which there are around 17,000. In Merrimack County, but the federal government says if you want to do something different, rather than just sort of creating campuses of care, in a fee for service world we'll give you some money and with that money, you'll perform projects, like a learning collaborative, that show that there are beneficial results to do that in the healthcare world. So that's the State of New Hampshire applying for the waiver to integrate behavioral health, that is mental health and substance use disorder with overall health or primary care.

The idea of taking these silos down, of how care is provided and integrated and submitting those together. Also, to use all of the agencies that provide other services, which we call the social determinants of health. If you read about health care delivery oftentimes people say that your zip code determines your health outcomes. And we're trying to address some of those issues, which affect healthcare, such as housing issues, such as criminal justice issues, and all those things that sort of bear down on somebody's overall health.

We are about three and a half years into this project, the state got 150 million dollars over five years to roll out these projects, which are really learning collaborative, which hopefully in the end will show a couple of things, three things, that the quality of care that we're delivering to people is better, that we're not siloed, that the outcomes of their care are improved. And that's really important, of course, not just mental health or substance use outcomes, but overall health outcomes. So people's body mass index is less, people's diabetes is under control, and mental health conditions are under control. We also were told that we have an opioid crisis here, and we have to do a project that affects that. So we set up these IDNs. It was an open bid process and Concord Hospital, Riverbend and the VNA all applied as Capital Region Healthcare, to be the leads. So, we gathered a coalition of the willing, if you like, of all of those providers that we work with in Merrimack County.

Mr. Evers explained the 12 organizations involved with the project and their specific roles.

Also discussed were the three community projects, re-entry, medication assisted treatment (MAT), choices for families (CFF) and enhanced care coordination.

Representative Horn asked if Mr. Evers touched on the enhanced care coordination piece. Mr. Evers explained “yes”, that's our adolescent project, where we identify at risk youth.

Representative MacKay asked if this is the same program Commissioner Meyers came and asked us to loan him money. Mr. Evers explained “yes”, that's the pro-share agreement he came and spoke about.

Representative Horn asked if this is in every County now. Mr. Evers explained “yes” of course, across the state. There are seven integrated delivery networks.

Representative MacKay stated Merrimack County is very lucky that we've got Riverbend and Concord hospital and the VNA. Up north, I think is not so lucky.

Representative Fulweiler asked what happens in the next two years.

Mr. Evers stated that's a good question and referred committee members to the last page of the handout where it talks about sustainability and explained Commissioner Myers by December of this year will make an application to extend the funding from the federal government. The other thing that we're doing is exploring Medicaid codes.

Representative Fulweiler asked who in this organization is keeping our Congressional Delegation informed. Mr. Evers explained he believes DHHS is doing that. Mr. Evers has met with Congresswoman Kuster and spoke about this a couple of weeks ago, informally. But she knows what is going on. But I do believe that the leads at Health and Human Services are doing that. There are 7 IDNs. We don't make things easy. We have 13 Public Health Commissions; we have 10 community mental health centers, 7 IDNs.

Chairman MacKay thanked Mr. Evers for his time and coming to brief on the Capital Delivery Network (IDN2) program. The committee decided that Mr. Evers would come before the Executive Committee on a quarterly basis for updates.

Chairman MacKay explained the next thing on the agenda is to review and approve the 1<sup>st</sup> quarter financial report as received.

County Administrator Ross Cunningham explained the (2) handouts provided on Revenue & Expenditures dated January 1 - March 31, 2019.

We created two formats, one for expenses, and then one for revenues to try to make it more official.

Obviously, the first quarter is a little rough, data wise. But as we grow into second, third and fourth quarters, these documents will mean more to you. They'll be clearer as far as the data goes and expense versus revenue.



So Mike, and Aaron Turner and others put this information together to try to make it as user friendly as possible to this format. We also want to reach out to the subcommittee chairs, as we promised in the budget process to circle back to maybe having a couple of meetings to make the budget process for 2020 a little bit more seamless.

Chairman MacKay called upon Finance Director Mike Rivard to present revenues.

Finance Director Mike Rivard explained the chart represents actual revenue for the first quarter as compared to one quarter of the 2019 County budget. The chart indicates a disparity for nursing home revenue. This is due to the IDN ProShare revenue which will be received in June or July. Also, 873 thermal renewable energy certificates were traded for first quarter @ a net sale of \$18,918. The 2019 TREC budget is \$52,500. Gerrish Manor March revenue totaling \$62,269 is not reflected in the chart. Overall, County revenue for the first quarter is tracking at 19% of budgeted outside sources of revenue.

Chairman MacKay asked if there were any questions on revenue.

Representative Fulweiler stated one revenue line being low is ok, but it looks like we're low on every revenue line except Facilities.

Finance Director Mike Rivard explained, that's true. I've got a little bit more of a breakdown here in front of me for budget actual facilities. At the end of the first quarter the revenue was tracking at 29%.

So slightly more than 25% that we would hope for the nursing home is tracking its overall 24%.

Department of Corrections is tracking 80% at this point. But Ross can speak to some of the changes that have been made with the US Marshals Contract.

County Administrator Ross Cunningham explained the US Marshals contract went into effect towards the end of the preparation of the budget, the new numbers will be changing from the \$83/day to \$110/day. So we'll see those slowly start to climb in the second quarter. Discussion followed on the average length of stay is for Federal inmates.

Finance Director Mike Rivard explained also, with regard to County Attorney, they're tracking after the first quarter 21%. But they will bill a majority of the revenue for prosecutorial services to surrounding communities in the month of September. So you'll see a significant increase in their revenue numbers later on this year.

Representative Fulweiler made a motion to accept the 1<sup>st</sup> quarter revenues as presented and discussed. Seconded by Representative Schamberg, all voted in favor.

Finance Director Mike Rivard presented expenditures and explained this chart represents actual expenditures for the first quarter as compared to one quarter of the 2019 County budget. The Other expenditures category includes County Delegation, Commissioners, Administration, Finance, Information Technology, Purchasing, Human Services, Visitation Center, Grant Agencies, Cooperative Extension, Court House and other.

Nursing Home, Corrections and Facilities expenditures are tracking at 20%, debt service is tracking at 3% with bond principal and interest payments of \$683,394 (May), \$689,900 (June), \$3,778,394 (November). Overall, County Expenditures for the first quarter are tracking at 20% of budgeted expenditures.

Representative Horn asked about legislation that would affect the reimbursement rate for the nursing home. Is someone tracking this?

County Administrator Ross Cunningham explained, "Yes", NHAC is tracking.

Okay, yes, Association of Counties is tracking it. Discussion followed.

Discussion followed on recruitment issues at the Department of Corrections.

County Administrator Cunningham briefed members on the renovations going on at the "old courthouse" and invited members to tour that facility at the end of meeting.

Delegation Chair, Representative Schuett made a motion to accept the 1<sup>st</sup> quarter expenditures as presented and discussed. Seconded by Representative Horn, all voted in favor.

Meeting adjourned at 10:10am.

Respectively submitted,  
Representative Werner Horn  
Clerk

Minutes:

Merrimack County Executive Committee Meeting - August 9, 2019 – 163 North Main Street, Concord

Members present: Allard, Ellison, Fulweiler, Horn, Karrick, Luneau, MacKay, Seaworth, Schamberg, Turcotte, and Woods

Representative MacKay called the Executive Committee meeting to order at 8:30am and recognized Finance Director Mike Rivard to present on 2<sup>nd</sup> quarter financials.

Finance Director Mike Rivard explained the new report format.

Revenues January 1 – June 30, 2019 overall to date are tracking at 57% of budget outside revenue (excluding taxes & use of fund balance) due in large part to ProShare revenue.

The June ProShare revenue displays a spike for 2<sup>nd</sup> quarter Nursing Home revenue as shown.

Nursing Home Revenue is tracking at 57% of budget, Corrections 42%, Sheriff 50%, Attorney 38%, Facilities 40% and Deeds 47%.

One half of the County Attorney's revenue pertains to their annual billing for prosecutorial fees in later summer.

Facilities revenue is lagging due to 2<sup>nd</sup> quarter thermal renewable energy certificates that will be sold at market in August. 1<sup>st</sup> quarter TREC revenue equaled \$18,918.

Discussion followed.

Representative Horn moved the 2<sup>nd</sup> quarter revenue financials as presented and discussed. Seconded by Representative Schamberg, all present voted in favor.

Expenditures January 1 – June 30, 2019 overall to date are tracking at 44% of budgeted expenditures.

Nursing Home expenditures are tracking at 44%, Corrections 45%, Sheriff 48%, County Attorney 42%, and Facilities 42%.

Debt Service is tracking at 16% with scheduled bond principal and interest payments of \$689,900 (August) & \$3,778,394 (November).

The other expenditure category includes County Delegation, Commissioners, Administration, Finance, IT, Purchasing, Human Services, Visitation Center, Grant Agencies, Cooperative Extension, Court House and Other.

Discussion followed on recruitment and currently there are 16 vacancies at the DOC, and approximately 30 LNA vacancies at the nursing home.

Representative Schamberg moved the 2<sup>nd</sup> quarter expenditure financials as presented and discussed.

Seconded by Representative Horn, all present voted in favor.

Discussion followed on how taxes are collected in Merrimack County.

Discussion followed on current IDN funding vs. paying for those "Medicaid lives". County Administrator Ross Cunningham informed the members he would be briefing the Commissioners at their next meeting so that a decision could be made going forward.

Chairman MacKay thanked Facilities Director Sid McDonald for the recent renovations of the old courthouse. The completed project is very nice.

Meeting adjourned at 10:00am

Respectively submitted,  
Representative Werner Horn  
Clerk

Minutes:

Executive Committee Meeting - November 15, 2019 - 163 North Main Street, Concord

Representative Allard, Ebel, Fulweiler, Horn, Luneau, MacKay, Seaworth, Schamberg, Schuett were present.

Chairman MacKay called the meeting to order at 10:00am and called for the Pledge of Allegiance.

Chairman MacKay recognized County Administrator Ross Cunningham to present on 3rd quarter financials.

County Administrator Cunningham presented a summary and explained the period we are reviewing today is July 1, 2019 to September 30, 2019.

3rd Quarter Summary - This chart compares actual revenue with projected revenue for the third quarter 2019. In September, we received an unanticipated contribution holiday (rebate) payment of \$55,195 from Primex for workers compensation insurance. In September, we received an unanticipated contribution holiday (rebate) payment of \$11,585 from Primex for property & liability insurance. Grants - we received a \$475,000 CDBG grant for Bear View Crossing Cooperative. Our budget was \$100,000. Facilities - Thermal & Renewable Energy Certificates 616 traded for net sale of \$13,356.

Year to Date Summary - This chart compares actual revenue with projected revenue for the first nine months of 2019 - Nursing Home revenue is tracking at 84% of budget, Corrections 68%, Sheriff 69%, Attorney 104%, Facilities 87%, and Deeds 83%. Overall YTD revenue is tracking at 85% of budgeted outside revenue (excluding taxes & use of FB) due to ProShare revenue and escheated property.

Facilities - TRECs sales for each quarter were 873 @ \$18,918, 1,083 @ \$23,198, and 616 @ \$13,356.

Representative Thomas Schamberg inquired on how the Thermal renewable energy certificate program works.

Finance Director Mike Rivard explained those are actually brought to market at the end of each quarter and you have companies like public service, and other power companies who will buy them at whatever the market rate is that day.

Representative Seaworth questioned "other" line item.

Finance Director Mike Rivard explained that deals with the sale of county property - 10 Green Street in Concord.

County Administrator Ross Cunningham gave a quick overview on the 10 Green Street property.

The County does have a purchase and sales agreement on this property but unfortunately, there's a bunch of hurdles to get the funding sources they need to secure it. The problem now is handicapped parking. Mr. Cunningham has had dialogue with the group this week and suggested they give us an

aggressive timeline. Because quite frankly, the County is uncomfortable with keep pushing the revenue out. More details to follow.

Representative MacKay asked if there were any more questions on revenues.

Representative Horn noticed Department of Corrections and Sheriff Revenues are below 3<sup>rd</sup> quarter levels and asked for clarification.

County Administrator Ross Cunningham explained a new federal inmate hold contract started at the beginning of the year with a number of 12 holds. As you can see now, that number is starting to climb back up. Currently, there are about 30 federal holds in the building. Now that the number is heading back up, our target by end of year is 85% to 90%.

Sheriff Hilliard explained the 2<sup>nd</sup> billing for Dispatch Services were not included in this report as well as the Homeland Security Grant being significantly reduced this year make up the short fall in revenues.

Discussion followed on the Homeland Security Grant.

Representative Horn noticed Gerrish Manor is down a bit, is this expected or unexpected. Nursing Home Administrator Matt Lagos indicated this is based on census. There are more Medicaid residents than private pay residents. The Medicaid rate is \$52 a day and the private pay is \$110 a day.

Representative Horn moved approval of the 3<sup>rd</sup> quarter revenues as presented and discussed. Seconded by Representative Ebel, all voted in favor.

County Administrator Ross Cunningham presented the 3<sup>rd</sup> quarter expenditures.

3<sup>rd</sup> Quarter Summary - This chart compares actual expenditures with projected expenditures for the third quarter of 2019. Grants - we received a \$475,000 CDBG grant for Bear View Crossing Cooperative. Our budget was \$100,000 - Nursing Home - The County has not yet paid the IDN contribution to the State of New Hampshire.

Year to Date Summary - This chart compares actual expenditures with projected expenditures for the first nine months of 2019. Grants - \$475,000 Bear View Hills CDBG, Nursing Home expenditures are tracking at 68%, Corrections 67%, Sheriff 72%, Attorney 64%, Facilities 62%, and Deeds 68%. Debt service is tracking at 20% with scheduled bond principal and interest payments of \$3,778,394 in November. The other expenditures category includes County Delegation, Commissioners, Administration, Finance, IT, Purchasing, Human Services, Visitation Center, Grant Agencies, Cooperative Extension, Court House and Other. It's currently tracking at 63% of budget. Overall year to date expenditures are tracking at 67% of budgeted expenditures.

Discussion followed on any unforeseen circumstances. None at this time was noted.

County Administrator Cunningham explained a couple of departments have gone ahead and paid of vehicle leases in 2019 to alleviate in the 2020 budget.

Discussion took place on IDN.

Representative Horn moved approval of the 3<sup>rd</sup> quarter expenditures as presented and discussed. Seconded by Representative Ebel, all voted in favor.

Discussion followed on Capital Improvement resolution language for the upcoming meetings.

Motion to adjourn at 10:55am

Respectfully submitted,  
Werner Horn, Clerk

Minutes:

Merrimack County Executive Committee Meeting - December 9, 2019 - Merrimack County Old Courthouse - 163 N. Main Street, Concord @ 11:00am

Representatives Horn, Luneau, MacKay, Myler, Rogers, Seaworth, Schamberg, Schuett, and Turcotte were present.

Chairman MacKay stated the order of business was the approval by the Executive Committee for the County to borrow no more than forty three million dollars (\$43,000,000) during fiscal year ending December 31, 2020.

Merrimack County Deputy Treasurer Mary Heath appeared before the Executive Committee and read the resolution for the tax anticipation notes. "Resolved that, it being anticipated that no more than forty three million dollars (\$43,000,000) will be needed during the fiscal year ending December 31, 2020 to meet the demands upon the County Treasury, which there is insufficient money to meet, the Merrimack County Treasurer is hereby authorized to borrow an amount not to exceed forty three million dollars (\$43,000,000) during said year upon the order of the Board of Commissioners pursuant to NH RSA 29:8.

Representative Myler moved approval of the resolution as presented and read by Merrimack County Deputy Treasurer Mary Heath. Seconded by Representative Schamberg. Motion carried unanimously.

The Executive Committee adjourned at 11:14am

Respectfully submitted,  
Werner Horn, Clerk



## Merrimack County Board of Commissioners

The Merrimack County Board of Commissioner's is pleased to report the following activity for fiscal year 2019.

At their first meeting in January, Commissioner Tara Reardon was elected Chair, Commissioner Asplund-Walsh was elected Vice Chair, and Commissioner Spaulding was elected Clerk.

The Facilities department began renovations at the old Courthouse that will provide new office space for Registry of Deeds, Juvenile Services, and Advocacy Center Programs.

The Commissioners along with the Merrimack County Executive Committee authorized the borrowing of an amount not to exceed \$4,300,000 in tax anticipation notes during fiscal year ending December 31<sup>st</sup>, 2019.

The Board of Commissioners moved forward with an agreement between CGI Communications and the county renewing the free County showcase video program.

The Merrimack County Delegation approved the 2019 budget of \$89,870,355.

The Board approved a 2% COLA increase for all non-union employees effective 7/1/2019.

The Commissioners named the conference room at the old Courthouse the Donald Callahan Community Room. Mr. Callahan was an employee of the Sheriff's office who died in the line of duty during a mandatory physical agility test in September 1993.

The Merrimack County Commissioners along with the Merrimack County Delegation established a Capital Reserve Fund for the newly created Capital Improvement Program.

The Board of Commissioners has initiated plans to sell the 10 Green Street property currently housing the Merrimack County Advocacy Center.

The Board of Commissioners adopted a Fund Balance Policy this year striving to maintain an unrestricted fund balance in the general fund of approximately 17% of operating appropriations. Therefore, the Board of Commissioners has made a decision to limit its utilization of fund balance as a mechanism to offset tax increases.

Health insurance rates have swung from a 9% decrease in 2018 to a 13.8% increase for 2019. As a result, County-wide health insurance costs are up \$837,261 for 2019.

2019 NHAC awards given to the following County employees:

- ◆Brendan Merchant, Merrimack County Sheriff's Office
- ◆Mary Heath, Merrimack County Nursing Home
- ◆Corey Plamondon, Merrimack County Department of Corrections
- ◆David Colcord, Merrimack County Nursing Home

Mr. Stuart Trachy of Franklin was elected as County Commissioner by the Merrimack County Delegation. Mr. Trachy will serve the remaining term of former Commissioner Bronwyn Asplund-Walsh. Commissioner Asplund-Walsh served as County Commissioner from 2011-2019.

Merrimack County Treasurer

I would like to acknowledge the great work of Mike Rivard, Cristina Burzo and Diane Dorval who are very efficient and a pleasure to work with. I am very grateful for their assistance.

Respectfully submitted,  
Leo Bernier, Treasurer

Merrimack County  
Budget Resolution  
For the 12 Months Ending 12/31/2019

I. Be it resolved by the Merrimack County Convention duly convened that only the sums hereinafter listed in this resolution are hereby appropriated to be paid out of the County Treasury for the purposes specified and for the fiscal year ending December 31, 2019 as follows.

1	Debt Service	\$	5,296,588
2	Delegation		7,800
3	Commissioners		50,711
4	Administration		839,166
5	Finance		473,870
6	Information Technology		594,158
7	Purchasing		353,524
8	County Attorney		3,180,349
9	Medical Referee		45,000
10	Pre-Trial/Diversion		1,155,105
11	Domestic Violence Grant		100,360
12	Register of Deeds		775,461
13	Sheriff Department		2,789,017
14	Sheriff Dispatch		849,450
15	Court Security		797,604
16	Sobriety Checkpoint Grant		3,142
17	Speed Enforcement Patrol Grant		3,434
18	JAG Grant		104,765
19	Federal Equitable Sharing Forfeiture		1,000
20	Homeland Security & Emergency Mgmt.		14,000
21	Stop School Violence Grant		109,929
22	Juvenile Services		571,442

23	Visitation Center	423,928
24	Visitation Access Grant	43,288
25	Merrimack County Advocacy	422,770
26	Grant Agencies	435,859
27	Alternative Care & Nursing Home Care	13,957,000
28	Nursing Home	34,431,722
29	Gerrish Manor	994,721
30	Corrections Department	15,114,822
31	Carl Perkins Grant	5,615
32	Facilities Department	3,848,104
33	UNH Cooperative Extension	453,197
34	Community Development Block Grant	100,000
35	Other	1,198,454
36	Courthouse	325,000
	<b>TOTAL</b>	<b>\$ 89,870,355</b>

II. Be it further resolved that only the sums hereinafter listed in this resolution are hereby adopted as revenue estimates from the sources indicated as follows.

1	Finance	\$	225,000
2	County Attorney		198,594
3	Domestic Violence Grant		30,000
4	Registry of Deeds		1,358,500
5	Sheriff		733,500
6	Sheriff Dispatch		327,083
7	Sobriety Checkpoint Grants		3,142
8	Speed Enforcement Patrol Grant		3,434
9	JAG Grant		104,594
10	Federal Equitable Sharing Forfeiture		1,000
11	Homeland Security & Emergency Mgmt.		14,000
12	Stop School Violence Grant		82,462
13	Juvenile Services		34,000
14	Visitation Center		3,000
15	Visitation Access Grant		43,288
16	Merrimack County Advocacy		141,500
17	Alternative Care & Nursing Home Care		125,000
18	Nursing Home		32,808,217
19	Gerrish Manor		870,030
20	Corrections		1,246,006
21	Carl Perkins Grant		5,615
22	Facilities		94,940
23	UNH Cooperative Extension		42,285
24	Community Development Block Grant		100,000
25	Other Revenue		284,153

26	Fund Balance		3,700,000
27	Courthouse		325,000
	REVENUE OTHER THAN TAXES	\$	42,904,343

III. Be it further resolved that the total appropriations for 2019 in excess of the total estimated revenues in the amount of \$46,966,012 and the Merrimack County Treasurer shall issue a warrant to the several towns and cities in the County for this amount pursuant to NH RSA 29: II.

## 2019 Donations made to the Edna C. McKenna Trust Fund

Betty M. Davis	\$25.00	Donna L. Sirinano	\$200.00
John & Linda McCoy	\$50.00	Karen & Thomas Manfredi	\$50.00
Deborah A. Cantrell	\$25.00	Beverly Cate	\$20.00
Elaine Karalekas	\$50.00	Salvatore & Patricia Gentile	\$40.00
Peter & Sharon Markey	\$75.00	Bryan & Amy White	\$25.00
Scott & Anne Daniels	\$100.00	Donald & Marilyn White	\$25.00
Pamela & Stephen Trostorff	\$35.00	Lynn Hsu	\$500.00
Pearl, Gail, John & Marc Legere	\$100.00	Richard & Sandra Millette	\$100.00
Janice Steenbeke	\$25.00	Sandra & Guy Petell	\$100.00
Richard & Tracey Larowe	\$50.00	Mary B. Woods	\$50.00
Richard Chevrefils	\$25.00	Jeffrey N. Colcord	\$25.00
Norma & Roger Renfors	\$50.00	The Rowley Agency Inc.	\$250.00
Shirley Batchelder	\$50.00	Gyme Hardy	\$25.00
Nora L. Dunan	\$50.00	Wayne King	\$25.00
Jamie G. Bulen	\$50.00	Warner Men's Club	\$50.00
Sharon & Carl Matuszek	\$100.00	Owen Law Office, PLLC	\$400.00
Employees at MicroDAQ.com.Ltd.	\$500.00	Lesley K. Dexter	\$30.00
Gloria Trombly	\$25.00	Roscoe G. Bartlett	\$50.00
Gail Smeriglio	\$25.00	The Concord Group Ins. Companies	\$500.00
New England Associated Grocers	\$50.00	Donna and Scott Campbell & Family	\$50.00
Edward W. Januszkiewicz	\$50.00	Thomas G. Thurston	\$50.00
Mary A. Januszkiewicz	\$20.00	Candace Bouchard	\$25.00
Sharon Barbacki	\$25.00	Susan & Alan Pickrell	\$100.00
Mary A. Polchlopek	\$15.00	David B. Karrick	\$50.00
Norman & Robin Robinson	\$50.00	Joyce Willmer	\$50.00
John R. Thayer	\$500.00	Total for the year =	\$5,640.00
Ann Sullivan	\$25.00		
Beverly & Roger Dalpian	\$25.00		
Edward & Helen Kuzeja	\$25.00		
Linda Januszkiewicz	\$25.00		
Kelly Clark	\$225.00		
Madeline L. Weed	\$25.00		
Cohen Steel Supply Inc.	\$250.00		
Paulette & Robert Chagnon	\$50.00		
Lucille Richardson	\$50.00		
David & Margaret Seifert	\$30.00		



2019 Annual Report

Merrimack County Human Resources

The Human Resources Department is a seven person operation which manages wages, benefits, personnel data and the application of policies and procedures for over 850 employees of the County.

The Human Resources Director, two Senior HR Generalists, two Human Resources Generalists, a Human Resource Assistant and a part-time Records Management Clerk make up the Human Resources Department and are located on the Boscawen Campus.

One of the more important responsibilities of the Human Resources Department is the on-going administration and maintenance of the County's benefits program. In general, these benefits include:

◆ Health Insurance	◆ Health Insurance for Retirees
◆ Dental Insurance	◆ Section 125 Plan
◆ Life Insurance	◆ Differentials
◆ Sick Leave	◆ Deferred Compensation
◆ Accumulated Annual Leave	◆ Uniform Allowance
◆ Short-Term Disability	◆ Tuition Assistance
◆ 11 or 12 Paid Holidays	◆ Longevity
◆ NH State Retirement Plan	◆ Optional Health Benefit

*Note: Eligibility for benefits varies based on employment status*

The cost of providing and maintaining these benefits is substantial to the County. The County made a decision to change coverage options for employees effective January 1, 2019. The plans would represent a 13.8% increase in health insurance costs for the County as well as to the covered employees. The health insurance plans offered are the Access Blue New England Deductible Plan and the Access Blue New England Site of Service Plan. Both plans were implemented for the I.C.W.U.C., N.E.P.B.A., N.C.E.U., S.E.A. contract employees, and non-union employees. Health insurance rates for S.E.A. contract employees received an increase of 13.8% for BlueChoice and Access Blue New England AB5 health plans. The County continues to pay 90% for a single plan; 85% for a 2 person plan and 80% for a family plan.

Longevity Bonus Awards were distributed based on the following years of service:

\$500 5-9 Years	\$700 10 - 14 Years	\$1,000 15 - 19 Years	\$1,200 20 + Years
0 Employees	0 Employee	4 Employees	44 Employees

I would like to take the opportunity to thank the Board of Commissioners and the Department Heads of Merrimack County for their continued support and valued assistance throughout 2019.

Respectfully submitted,  
Sara A. Lewko, PHR, Human Resources Director

## Merrimack County Nursing Home

2019 was a dramatic year for nursing homes across the country. Hundreds of pages of new regulations were in effect and while the industry adopts policies to ensure compliance, another round of new regulations went into effect in November of 2019. This final phase of a complete overhaul of regulations was complicated further by having the rules published, but no guidance on how to remain in compliance. We had our annual unannounced survey in February and two minor deficiencies were quickly corrected. The national average for deficiencies held at 7 per facility.

We continue to prepare for emergencies and 2019 we concluded the second half of an evacuation drill. In 2018, we partnered with Hillsborough County and did a mock evacuation to them. In 2019, MCNH was the receiving facility for them. These exercises are mandated, but more importantly, serve as practice should we ever find ourselves in these situations. The work and planning that goes into these drills is very impressive and lessons are learned from each one.

Each year MCNH holds a family meeting. One of the concepts that was introduced this year was to form a family council. The goal of this council would be to work on our continuous quality improvement initiatives and ensure that families have a strong voice in MCNH. We have over 20 people interested in joining and we are planning our 1<sup>st</sup> meeting in 2020.

As the unemployment numbers continue to remain low, we partnered with the County's Human Resources Department and held our first job fair right in the atrium. The department heads all came in and had their own table with facts about their departments. HR was on hand to review benefits and other helpful information about the County. We ended up with a few hires from this and plan to hold another one in the future.

We had several long time employees retire from the County this year: Sid McDonald, Facilities Director with 29 years of service, Faith Flint, Social Worker with 35 years of service and Mary Heath, Director of Administrative Services with over 45 years of service. In addition, the County also recognized Boscawen Fire Chief Ray Fisher who retired after 56 years of service. Ray was an integral part of the MCNH disaster drills over the years. Commissioner Reardon and I were able to attend his retirement party and present him with a County chair. He was the first person who did not work for the County to receive this token.

Lastly, the residents continue to be entertained and engaged by the programs of the Recreation Department. One of the most talked about activities this year was the staff egg toss. Residents lined up in the back courtyard to watch several heats. Staff from all departments paired up and participated. The winning team was able to catch an egg without breaking from a very impressive 144 feet apart.

We are proud to serve the residents and the greater community of Merrimack County.

Sincerely Prepared,

Matthew Lagos, CTRS/L, NHA  
Administrator

## Juvenile Services Annual Report 2019

Merrimack County Juvenile Services continues to be committed to providing quality services to juveniles and their families, empowering them to make positive decisions and become future productive adult citizens.

In 2019 Juvenile Services worked with 220 youth across our prevention, diversion and post court services.

Our diversion program provides first-time youth offenders a “second-chance” by keeping them in the community and preventing entry into the juvenile justice system, while also preventing the escalation of juvenile delinquency into more serious and often violent crimes. In 2019, 151 youth were involved in our diversion program.

Juvenile Diversion serves to save NH taxpayers and lawmakers considerable costs, both in the short and long term. Formal court processing is 18 times more costly than juvenile diversion, costing NH roughly \$43,000 per youth while juvenile diversion has an estimated cost of \$2,400 per youth served. (NHJCDN 2019)

More importantly, our diversion program has a one year recidivism rate of 18.2% compared to 41% for traditional justice system.

We offer educational components such as anger management, fire setter intervention, positive decision making, substance education and tobacco/vaping education. As the needs change, we continue to create and develop new tools to meet the needs of our clients and community.

In 2019 our School Liaison was able to bring our services into four school districts throughout the county – Franklin, Kearsarge, Pittsfield & Merrimack Valley. We were able to bridge the gap for those youth who live farther from our office and lack transportation.

We are fortunate to have two programs that are only offered a few places in NH; the Firesetter Intervention Course and Teen Court. We work closely with state fire marshals and local fire departments. In Teen Court youth participate in an actual court process administered by peer jurors, bailiffs and attorneys under adult mentorship through the UNH School of Law including actual Judges who volunteer their time. Teen Court has also been used as a model for many countries as part of the International World Affairs Council.

## Registry of Deeds Annual Report

The Merrimack County Registry of Deeds is responsible for recording and maintaining public records and documents relative to real estate ownership.

Deeds' revenues come from fees for services rendered, and from 4% commissions for collecting the State of New Hampshire transfer tax and other statewide charges.

During 2019, the Registry of Deeds saw a slight increase in the total number of transactions processed, from 23,519 to 24,718. Correspondingly, revenues were up slightly.

2019 Deeds revenues totaled \$1,507,918, which can be broken down as follows:

- \* \$633,969 Commission on the collection of \$15,825,006 in state transfer tax;
- \* \$679,019 Recording fees;
- \* \$194,930 All other income.

Over the years, the business of the office has increasingly moved online. The percentage of filings using eRecord has increased every year since its inception in 2005.

Partially because of this, the office has been able to keep expenses relatively constant.

Staffing levels have also remained constant.

After completing a multi-decade tenure, Kathi Guay opted not to run for Register in 2018. Susan Cragin was elected in fall 2018, and has served as of January 1, 2019.

In June the Deeds office moved from rented space in the old Lincoln Financial Building to a new, permanent home in the renovated "Old Courthouse" at 163 North Main Street, Suite 103. Employees planned our office layout, and coordinated the move of our historic documents.

In September the office obtained a larger monitor for viewing plans.

At the end of December 2019, there were six work stations available to the public, two in the registry section and four in the research section. (Those numbers have since been temporarily reduced to 2/1, due to Covid-19 distancing requirements.)

Respectfully submitted,  
Susan Cragin  
Register of Deeds

## Merrimack County Attorney's Annual Report

The Merrimack County Attorney's Office is responsible for the prosecution of criminal cases in the Merrimack County Superior Court. We also prosecute in five Circuit Courts: Franklin, Concord, Hooksett, Hillsborough and Newport.

Felony prosecution begins with Felony First Arraignments. For folks that are detained the arraignments happen within twenty-four hours. These cases are then presented to the Grand Jury within 90 days of the Felony First Arraignment. In 2019 our office filed 1670 Indictments.

Overall our office handled 4126 referrals from different agencies within Merrimack County. This includes cases prosecuted in both the Superior Court and Circuit Courts.

On January 2, 2019, Robin A. Davis was sworn in as County Attorney. George Waldron was sworn in as the Deputy County Attorney.

In addition to prosecuting criminal cases, the County Attorney oversees the Adult Diversion Program. The Diversion has its own director, David Croft. The program continues to succeed in working with individuals to change how they interact with the community. Participants are referred to Diversion by prosecutors and/or police departments. A candidate is usually a first time offender. Participants enter into a contract with the program agreeing to complete educational classes, rehabilitative groups, community service and payments towards their restitution. They are also required to pay fees associated with participation in the programming. Upon entry into the program, the charge is *nol prossed* on the condition that the participant successfully complete all the program. Upon their successful completion the participant remains conviction free. If a participant is terminated from the program, their case is referred back to the County Attorney's office for prosecution. The complexity and duration of the program requirements generally reflects the severity of the crime but is tailored to the needs of the individual. Drug testing is required in component for all participants. Diversion has a satellite office on the campus of New England College to better serve the western part of the county and the college population.

The Diversion Program added a Parenting Program to its services in 2019. This program is intended to aid folks with parenting skills as part of the rehabilitative process with participants from the criminal courts as well as the Family Courts.

The County Attorney also oversees the Merrimack County Pretrial Service (MCPTS) program. This program also has its own director: James Mull. Individuals who have been identified as having specific needs are released on bail with an order by the Court for supervision by MCPTS. This supervision allows an individual to return to the community under close supervision to insure the community remains safe while the individual's case is pending resolution. The Pre-trial Service Officers used electronic monitoring, drug testing, office visits and home checks. The Court can also order rehabilitative programming to allow the individual to address any issues that may have contributed to the criminal behavior charged. This allows an individual to begin to change their behavior and move them in a positive direction. In 2019, 420 detained individuals were interviewed by MCPTS staff for eligibility for supervision. part of the supervision, urinalysis tests were performed to check for substance abuse and home checks were conducted during non-business hours. If an

individual is not complying with his/her bail conditions as ordered by the Court, the Pre-trial Service Officer Staff issues a notice of Non-Compliance articulating the violation and any action taken in response to the violation. This information is provided to the State and defense counsel. Depending on the severity of the violation, or the quantity of violations. The State may file a Motion to have the individuals bail revoked and ask that the individual be incarcerated pending the resolution of his/her case. The average per month caseload during 2019 stood at 133 pretrial services clients, which was up from 122 during 2018. New case activations increased from an average of 21/month during 2018 to 24/month during 2019, with clients spending an average of 113 days on pretrial supervision. In terms of savings, the County reports the full or actual cost to incarcerate a single inmate for one year to be approximately \$66,200.05 or, \$181.37 per day. In 2019, MCPTS recorded 47,549 client supervision days, which represents a savings to the County of \$8,623,962.

The programs offered collectively to participants on Merrimack County Pre-trial Services, participating in Diversion or Merrimack County Drug Court include: Felony and Misdemeanor Diversion programs, FAST (first time offenders for drugs, alcohol, tobacco use and **vaping?**) DATA (habitual substance abuse), COMP (court ordered monitoring program for restitution, fines, outside counseling, ect.), **COMP (court ordered)**.

Respectfully submitted,  
Robin A. Davis  
Merrimack County Attorney

## Merrimack County Sheriff's Office 2019 Report

In 2019 the Sheriff's Office was busy. It is our honor to serve the citizens of Merrimack County. We continue to look into the future and keep progressing so to serve the public better.

The Men and Women of the Sheriff's Office are very dedicated and hard working. They are often tasked with many functions and carry themselves with professionalism and a self-dedication to serving you.

2019 brought us a full year of the new Superior Court House, with its many challenges and new procedures. We kept learning new objectives and prevailed in the operation of same. The old court house now being used for other county offices was also a challenge as that too is being staffed. Along with the old court and new court, your Sheriff's Office has a 24 hour dispatch center, a criminal investigations unit, a transport division, and a civil division. Again with the dedicated women and men of the Office, they get the job done.

On the attached chart, you will see our numbers with some increases and others. We do everything we can to keep costs low, to save tax dollars.

Your Sheriff's Office is proud to serve the County. We answer many calls throughout the year, assist at 27 communities and strive to be there and be available for your needs. The Office cannot do this alone; we have very dedicated county employees in all of our various departments and offices. I wish to thank them all for their continued support throughout the year. Merrimack County is a great place to live and work.

I sincerely am honored to say on behalf of the men and women of the Office, Thank you for allowing us to serve you,

Sheriff Robert Krieger

**Merrimack County Sheriff's Office**  
**For the year ended December 31, 2019**  
**Statistical Report**

	2016	2017	2018	2019	% Δ from 2018
<b>Sheriff's Office</b>					
Warrants Received	618	769	885	1,053	18.98%
Arrests	584	485	594	774	30.30%
Civil Process Revenue	\$310,086	\$309,612	\$302,700	321,810	6.31%
Civil Process Served	7,289	7,223	7,041	7,668	8.90%
Investigations	152	138	170	168	-1.18%
<b>Vehicles</b>					
Prisoner Transports	6,539	6,906	6,713	6,783	1.04%
Fleet Size	25	25	25	27	8.00%
Miles Driven	439,541	420,653	432,381	475,624	10.00%
Repair Costs	\$23,982	\$22,595	\$31,372	40,250	28.30%
Fuel Costs	\$41,322	\$38,629	\$52,218	56,190	7.61%
Gallons	25,134	23,930	27,165	26,817	-1.17%
Avg. Cost Per Gallon	\$1.59	\$1.61	\$1.92	\$2.09	9.01%
Miles / Gallon Average	17.49	17.58	15.91	17.72	11.35%
<b>Court Security</b>					
Prisoner Control Revenue	\$135,597	\$130,832	\$160,071	189,658	18.48%
Court Security Revenue	\$190,700	\$180,206	\$186,280	176,694	-5.15%
<i>Total from Bailiff Services</i>	\$326,297	\$311,038	\$346,351	366,352	5.77%
% of Personnel Reimbursed	46.51%	59.06%	55.78%	45.30%	-18.79%
<b>Dispatch</b>					
Total Calls* (Sept. - Aug)	146,881	143,737	149,807	161,831	8.03%
Revenue	\$309,653	\$336,605	\$321,434	\$327,083	1.76%
Towns Dispatched	14	14	14	14	0.00%

\*Sheriff's Office and fixed costs agencies not included



## Merrimack County Visitation Center

In 2019, the Merrimack County Visitation Center (MCVC) continued to provide supervised visitation services to families throughout Merrimack County. The MCVC provides supervision for parent(s) who are unable to have unsupervised contact with their children due to issues of domestic violence, child abuse, sexual abuse, substance abuse, mental illness or other reasons as determined by a local court or other referring agent. The goal of our program remains to allow children meaningful contact with their parent(s) while protecting them and the custodial parent/guardian from further victimization.

As in recent years, the MCVC has continued to see substance abuse as the primary reason for referral in many cases. This continues to create complexities in cases and requires an increased amount of staffing time and resources for each family. For many of these families, the children are placed with a relative or guardian and are separated from both parents for a temporary or permanent placement.

The co-occurrence of substance abuse and domestic violence continues to be a concern and raises the risk factor in many of the cases. As in all cases, and especially in cases where there is higher risk, the Merrimack County Sheriff's Office remains a partner in providing safe services for families. The MCVC routinely consults with the Sheriff's Office on cases that present as high risk.

In 2019 the MCVC began a transition into a casework model, with the hopes of providing more complete and supportive services to parents and their children. This includes providing referrals to other community resources based on their specific needs.

The MCVC continues to serve cases from Merrimack County; however, requests for services for families outside of the County remain high. In 2019 the MCVC was unable to serve over 100 out of county inquires and since 2015 has denied services to over 300 families due to restrictions on service area. Overall in 2019, the MCVC provided services to 66 families, completed 1819 hours of supervised visitation and an additional 300 hours of orientation.

## Merrimack County Advocacy Center

The Merrimack County Advocacy Center's mission is to strengthen and protect victims, families and the community through a multi-disciplinary team approach that emphasizes early intervention, coordinated investigations and collaborative action plans.

In 2019, the Merrimack County Advocacy Center (MCAC) received 883 referrals/reports and conducted 229 forensic interviews of victims of crime. Referrals included, but were not limited to, reports of sexual abuse, physical abuse, witnessing crimes such as domestic violence assaults, drug activity, drug overdoses, human trafficking. The forensic interview is an integral part of investigations, providing a victim centered, neutral, non-leading, fact finding interview documenting a victim's statement as evidence. The MCAC coordinates these efforts with a multi-disciplinary team (MDT) including: law enforcement, child protection services, prosecution, medical providers, mental health providers, and victim advocacy. The team approach allows for victims to be better supported and allows for the investigation to be collaborative.

The MCAC provides supportive case management and follow up to victims and families served through the Family Support Assistant position. When supported, cooperation of victims and their families increases during an investigation and addresses other needs and dynamics related to reports of sexual abuse and violence that may not otherwise be available.

Local School Districts have requested presentations for faculty and students to bring awareness to internet safety and mandatory reporting. In 2019, the MCAC provided trainings to students in elementary and middle schools, as well as faculty and numerous area schools. Other education sessions provided include trainings to Resident Assistants at NHTI and New England College on how to respond to a Sexual Assault Report.

In conjunction with Concord Police Department and Riverbend Mental Health, the MCAC created an Adverse Childhood Experiences Response Team (ACERT) Coordinator position, in which the team assembles and deploys to homes in Concord where children were present during a call to police (ranging from domestic violence, overdoses, etc). This response offers families involved an opportunity to enroll children in community partner services to reduce trauma and prevent future traumatic experiences.

The MCAC continues to facilitate and participate in numerous subcommittees and groups that work towards supporting victims of sexual abuse, along with continuing the MDT approach and to ensure all team members are aware of current best practice/research and have the ability to access training and education in these areas. These include the Sexual Assault Resource Team, the MCAC Advisory Board, and the New Hampshire Collaborative Task Force on Human Trafficking.

Looking ahead to 2020, the MCAC plans to increase services to members of the team, including more training related to Trauma Informed Investigations and Forensic Interviewing. Also, the MCAC continues to collaborate with agencies that support victims and families in Merrimack County, and work to identify and increase reporting of abuse in order to support victims and connect them to services and a path to healing.

## Merrimack County Department of Corrections

It is our mission, and we are committed to provide exceptional care and service through positive and innovative practices that enhance the safety and the lives of those we serve. We strive to be a unified and trusted partner with the communities we serve by utilizing effective strategies and initiatives.

The Department employs both sworn and unsworn staff members, these corrections professionals include, officers, medical staff, mental health staff, case management staff, investigators, and administrative staff. In 2019 the Department received 2,560 inmates and released 2,536 inmates.

The men and women of the Department continue their work to reduce recidivism by provide resources and transition planning to those returning to our community. Our Successful Offender Adjustment and Reentry (SOAR) program continues to operate and provides intensive supervision, comprehensive case management and cognitive behavioral programming. In 2019 69 percent of inmates self-reported regular drug use, SOAR is Merrimack County's response to the opioid crisis in our State and represents our commitment to enhance the safety and lives of those we serve.

The population that we serve is a medically fragile one and as a group tends to have a higher rate of chronic disease, mental health diagnosis and substance use disorder diagnosis. The medical staff employed by the Department provides both acute and chronic care to those incarcerated and provides education to inmates experiencing a new diagnosis. The need for mental health services continues to increase consequently, the Department partnered with Riverbend our community mental health provider to provide services while in custody and to bridge the gap in services upon release. This effort is funded by the 1115 Transformational Waiver. The Department also supports a Mental Health Court in the Circuit Court that provides an alternative to jail for those with significant mental illness.

While we are committed to making the transition back to our community a smooth one, we also strive to operate a safe and correctionally sound facility. As such, we proudly employ the services of "Mack" a Belgian Malinois and "Dallas" a German Shepherd each specially trained contraband detection dogs. The K9 Team was deployed 287 times in 2019 and is credited with 25 contraband finds. They are an integral part of our Team and a powerful deterrent in our effort to maintain a safe and secure correctional environment.

The Department continued our relationship with the non-profit group Hero Pups. Hero Pups places pups with veterans and first responders who are dealing with post-traumatic stress, anxiety and service-related challenges. This partnership matches puppies with inmate trainers who offer basic obedience to puppies who will one day go on to assist a veteran or first responder. This partnership has proven valuable to all involved.

As we look toward 2020 we will continue to move forward in an effort to fulfill our mission and maintain an atmosphere grounded in our core values of respect, integrity and teamwork.

Merrimack County DOC 2019 Budget: \$15,114,822

Merrimack County DOC Average Daily Population: 184.5



## UNH Cooperative Extension

UNH Cooperative Extension serves the residents in each of Merrimack County's 27 towns with diverse programming through 4-H and Youth Development, Nutrition Connections, Food & Agriculture, Community & Economic Development, Natural Resources, and Youth & Family Resiliency. Extension is the public outreach arm of the University of New Hampshire, bringing relevant information and education into NH's towns, helping to make individuals, businesses, and communities more successful and keeping NH's natural resources healthy and productive.

### **Our work for Merrimack County**

Merrimack County Extension staff brings the research and knowledge of the university to county residents through hands-on workshops, site visits, conferences, phone consultations, printed materials, online resources, and a statewide toll-free info line.

This year, UNH Cooperative Extension trained and supported 516 volunteers in Merrimack County. These volunteers contributed 27,735 hours of their time extending the reach of our programs as 4-H leaders, master gardeners, wildlife coverts, community tree stewards, water quality monitors, marine docents, and others.

Merrimack County residents have also taken advantage of many statewide Cooperative Programs and our activities are overseen by a community-based Advisory Council.

To find out more about our programs please visit our website at <https://extension.unh.edu/>

Our office is located at 315 Daniel Webster Hwy, Boscawen, NH 03303. Please stop by or give us a call at (603) 796-2151.



**COUNTY OF MERRIMACK, NEW HAMPSHIRE**

**Statement of Revenues, Expenditures and  
Changes in Fund Balances  
Governmental Funds  
Year Ended December 31, 2019**

	<b>General Fund</b>	<b>Nonmajor Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>Revenues</b>			
Assessments	\$ 46,966,012	\$ -	\$ 46,966,012
Charges for services	4,868,213	45,898	4,914,111
Intergovernmental	269,291	945,273	1,214,564
Nursing home revenues	34,146,592	-	34,146,592
Miscellaneous	1,551,383	4,996	1,556,379
<b>Total revenues</b>	<b>87,801,491</b>	<b>996,167</b>	<b>88,797,658</b>
<b>Expenditures</b>			
Purchasing	305,593	-	305,593
Information technology	581,079	-	581,079
Pretrial diversion	1,088,479	-	1,088,479
Delegation & Commissioners	49,942	-	49,942
Administration	689,691	-	689,691
Finance	460,381	-	460,381
County attorney	2,828,081	-	2,828,081
Register of deeds	673,659	41,284	714,943
Court security	873,102	-	873,102
Sheriff's department	2,844,516	-	2,844,516
Dispatch	831,702	-	831,702
Gerrish Manor	979,249	-	979,249
Human services	14,195,577	-	14,195,577
Visitation	351,574	-	351,574
Department of corrections	14,213,610	-	14,213,610
Juvenile Services	461,370	-	461,370
MMC facilities	3,489,958	-	3,489,958
Health agencies	435,859	-	435,859
Nursing home administration	33,013,939	-	33,013,939
Debt service	5,578,447	-	5,578,447
Capital outlay	235,306	503,018	738,324
Miscellaneous	1,744,326	1,233,550	2,977,876
<b>Total expenditures</b>	<b>85,925,440</b>	<b>1,777,852</b>	<b>87,703,292</b>
Excess (deficiency) of revenues over expenditures	1,876,051	(781,685)	1,094,366
<b>Other Financing Sources (Uses)</b>			
Capital lease financing	235,306	-	235,306
Transfers in	1,634	286,980	288,614
Transfers out	(286,980)	(1,634)	(288,614)
<b>Total other financing sources (uses)</b>	<b>(50,040)</b>	<b>285,346</b>	<b>235,306</b>
Net change in fund balances	1,826,011	(496,339)	1,329,672
Fund balances - beginning of year	13,722,320	1,296,786	15,019,106
Fund balances - end of year	\$ 15,548,331	\$ 800,447	\$ 16,348,778



**COUNTY OF MERRIMACK, NEW HAMPSHIRE**

**Reconciliation of the Statement of Revenues, Expenditures and Changes  
in Fund Balances of Governmental Funds to the Statement of Activities  
Year Ended December 31, 2019**

**Total Net Change in Fund Balances - Governmental Funds** \$ 1,329,672

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.

Capital outlays	\$ 868,765	
Depreciation expense	(5,338,755)	
Gain (Loss) on disposal of assets	<u>(1,955)</u>	(4,471,945)

Some of the capital assets acquired this year were financed with capital leases. The amount financed by the leases is reported in the governmental funds as a source of financing. On the other hand, the capital leases are not revenues in the statement of activities.

(235,306)

Repayment of bond and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.

Principal on bonds, including payment to refunding bond escrow	3,640,000	
Principal on capital leases	<u>113,864</u>	3,753,864

Interest on long-term liabilities in the statement of activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due. In the statement of activities, however, interest expense is accrued.

Change in accrued interest (increase) decrease 13,779

In the statement of activities, certain operating expenses are measured by the amounts earned/used during the year. In governmental funds, however, expenditures for these items are measured by the amount of financial resources used.

Compensated absences (increase) decrease	61,684	
OPEB obligation (increase) decrease	(12,100,292)	
Net pension liability (increase) decrease	<u>(714,281)</u>	(12,752,889)

The change in deferred inflows and outflows of resources related to long term liabilities are reported against pension expense and other financing uses in the governmental activities.

Deferred inflows - pension (increase) decrease	907,376	
Deferred inflows - debt refinancing (increase) decrease	220,150	
Deferred inflows - OPEB (increase) decrease	3,289,737	
Deferred outflows - pension increase (decrease)	<u>6,639,595</u>	11,056,858

**Change in Net Position of Governmental Activities** \$ (1,305,967)

**COUNTY OF MERRIMACK, NEW HAMPSHIRE**

**Statement of Net Position  
Fiduciary Funds  
December 31, 2019**

	<u>Total Private Purpose Trusts</u>	<u>Total Agency Funds</u>	<u>Total Fiduciary Funds</u>
<b>Assets</b>			
Cash and cash equivalents	\$ 129,915	\$ 1,292,042	\$ 1,421,957
Receivables, net	2,619	371,087	373,706
Due from other funds	-	3,899	3,899
Total assets	<u>132,534</u>	<u>1,667,028</u>	<u>1,799,562</u>
<b>Liabilities</b>			
Accounts payable	3,539	3,899	7,438
Due to other governments	-	1,177,012	1,177,012
Due to other funds	3,575	-	3,575
Other liabilities	-	486,117	486,117
Total liabilities	<u>7,114</u>	<u>1,667,028</u>	<u>1,674,142</u>
<b>Net Position</b>			
Held in trust	<u>125,420</u>	-	<u>125,420</u>
Total net position	<u>\$ 125,420</u>	<u>\$ -</u>	<u>\$ 125,420</u>



