

**MINUTES**  
**Cheshire County Delegation**  
**Organizational Meeting &**  
**Public Hearing on the Proposed 2013 Budget**  
**Monday, December 10, 2012 – 7:00 PM**  
**12 Court Street, Keene, NH**

**PRESENT:** Representatives Hunt, Eaton, Robertson, Parkhurst, Butynski, Lerandeau, Roberts, Johnson, Sad, Weber, Burridge, Chase, Johnsen G., Tatro, Ames, Berch, Ley, Mann, Phillips, Shepardson, Commissioners Pratt, Zerba, and Patt; Administrator Wozmak, Assistant Finance Director Hall, Project Manager Bouchard

**ABSENT:** Representatives Weed, Emerson, and Young

Chair Weber opened the 2013-2014 Organizational meeting at 7:00PM

Chair Weber asked for nominations for the new Chair of the Delegation for the upcoming two-year term. Rep. Lerandeau nominated Rep. Tatro with multiple Representatives seconding the motion. The motion passed unanimously.

Rep. Tatro then nominated Rep. Eaton as vice-chairman of the delegation. No other nominations were received. The motion to elect Rep. Eaton as vice-chairman passed unanimously.

Rep. Butynski then nominated Rep. Sad as Clerk with multiple Representatives seconding the motion. The motion was passed unanimously.

The slate of Representatives to be appointed to the Executive Committee of the delegation was placed on the floor for discussion.

Nominated for the Executive Committee were:

Rep. Hunt  
Rep. Eaton  
Rep. Robertson  
Rep. Weed  
Rep. Emerson  
Rep. Butynski  
Rep. Johnson  
Rep. Sad  
Rep. Tatro  
Rep. Berch  
Rep. Mann

There being no opposition or other nominations, the proposed slate was approved unanimously.

07:14PM the Organizational Meeting for the 2013-2014 Cheshire County Delegation was adjourned.

At 07:15PM the public Delegation meeting is called to order by Chairman Tatro.

**MINUTES**  
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Commissioner Pratt explained the highlights of the 2013 recommended Commissioners Budget and cites the work that was done to keep the overall tax increase to 0.47 above the 2012 budget. The Chairman asked if there were any questions from the public regarding the budget. Hearing none, the Chair closed the public hearing on the budget at 7:19PM and opened the Delegation meeting.

At 07:20PM **Rep. Weber moves to authorize the Register of Deeds to expend 2013 surcharge funds in the amount of \$21,954.00. Rep. Eaton seconded the motion.** After discussion and research, the breakdown of the requested funds was found to be as follows; \$14,400.00 for on-going website services, \$6,000.00 for the purchase of a card scanner, and \$1,554.00 for a book and page printer. **After a roll call vote, the motion passed unanimously with 20 Yea's and 0 Nay's.**

Commissioner Pratt began a discussion of the methods by which the State Department of Revenue Administration (DRA) sets the County tax rates and the impact that their formula's and decisions have on all of the town's in the County. He stated that the formula's and methods used are extremely complex and are very difficult to understand which leads many to infer that there are gross inequities in the calculation of the various towns tax rates. To address these concerns the Commissioners have asked the DRA to meet with the various town select boards and possibly the Executive Committee of the Delegation to explain the process.

**Rep. Eaton then moved to authorize the acceptance of the six year renewal of the Memorandum of Understanding (MOU) between the County and University of New Hampshire's Cooperative Extension Program. Rep. Weber seconded the motion.**

Steve Roberge of the Cooperative Extension rose to answer a question concerning the cost of the program to the County. He stated that the MOU has been in place since 1952 (60 years) and the only thing that has changed in this version of the agreement is the addition of new funding strategies that avoid the downshifting of costs to the Counties. He stated that the program cost will remain at a static percentage and the Counties will not be asked for additional monies. He also stated that the cost of the 2013 program is actually lower than the 2012 program.

**Upon a roll call vote the motion to re-authorize the MOU between the University of New Hampshire's Cooperative Extension Program and the County of Cheshire for a six (6) year period passed unanimously with twenty (20) Yea's and zero (0) Nay's.**

**At 7:43PM a motion to adjourn the Delegation meeting was made, with multiple seconds, and upon vote the motion passed unanimously.**

Respectfully Submitted,

Rep. Tara Sad, Clerk

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, January 9, 2012**  
**33 West Street, Keene, NH 03431**

**PRESENT:** Representatives Butynski; Chase, Hawkes, Hunt; Johnson (Jane), Leraudeau, Meader, Moore (Robert, Jr.), Sad, Sterling; Tatro, Weber, Weed, Commissioners Zerba, Administrator Wozmak, Finance Director Trombly, Director King, Registrar of Deeds Hubal, Project Manager Bouchard

**ABSENT:** Representatives Emerson.

Chair Hunt opened the meeting at 09:00 AM

At the request of the Chair Commissioner Zerba provided a short recap of the proposed 2012 budget citing an overall reduction of 2.97%. Two items were noted: negotiations with the union regarding rate increases and the removal of FMA from the county budget and the impact on that shift. Rep. Sterling asked about the change to Fire Mutual Aid (FMA) and how it evolved. Administrator Wozmak provided the background of the transition from a County responsibility to the individual towns.

Questions were raised regarding wages and benefits and increases in wages. Currently, under the CBA, the contractual wage adjustment is slated to be a 3.9% cost of living increase and a 1% longevity increase. Administrator Wozmak noted that the amount currently in the budget was an initial placeholder for discussion purposes but not sufficient to cover the actual contractual amount. Wozmak said he is engaged in discussion with the union to seek concessions from the contract provisions. Finance Director Trombly note that staff hired since 2008 have received only very minimal increases and many are at or near the same level as when they started. Administrator Wozmak noted that the current union contract is set to expire in March 2013 therefore a schedule for the new contract negotiations is currently being set.

Administrator Wozmak said that the Commissioners want it to be clear that the proposed budget is a true tax lowering budget. Wozmak then provided an overview of the tax impact implications on the towns and how the State Department of Revenue Administration works to set town tax rates. He then covered the issues and problems inherent in the current system regarding the timing of the DRA setting tax rates, the towns being able to collect local taxes, and the impact on the County that the slow, or late payments from the towns has on the Counties ability to pay its obligations.

A question was asked concerning the low amount of rental income from the farm and Director Trombly pointed out that the current number reported income for a six month period not for a full year.

Rep. Sad inquired if any action was imminent on the sale of the Blood Farm. As of now, there has not been a market value for the property but one is expected. There is some concern however that the renting entity maybe affected by potential state budget cuts to their operating funds which might impede their ability to continue to rent the building.

Rep Hunt asked about the status of the Latchis Theater. Administrator Wozmak responded that he has a meeting pending to review the conversion of the Theater site to a surface parking lot with the

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, January 9, 2012**  
**33 West Street, Keene, NH 03431**

goal of providing additional parking for the new courthouse. He said that the building certainly must come down and that, if the courthouse is to begin to be constructed in the Spring of 2012, this parking will need to be available to provide for the parking that gets displaced due to construction.

A question regarding the financing status of the new Courthouse was asked and Wozmak stated that everything was in place with the exception of a bond for about \$1.6 million dollars that is under review by the City.

A letter from the town of Nelson was then presented to the Executive Delegation for consideration. The letter asked for abatement of a late penalty of \$110.00 that was assessed by the County for the late payment of taxes by one day. **A motion was made by Rep Weber to recommend to the full delegation that the County release the town of Nelson from payment of the \$110.00 late fee assessed by the County. The motion was seconded by Rep. Sad and upon vote of the Executive Committee passed unanimously.**

The Executive Committee then took-up discussion of the County Facilities proposed 2012 budget. Director King pointed out that the outside services budget will remain at the same level as the previous year when asked about outsourcing of tasks that his staff were not certified to complete. Manager King then gave an overview of the MNH budget. Discussion stated regarding the usage of fuel and the purchasing of fuel (spot market vs. pre-buy). Director King expressed a concern of the rising cost of #4 fuel used for heating and reminded everyone that it had reached \$128 a barrel the previous year.

Representative Butynski asked about the facilities manager wages that seem to go up and down. Finance Director Trombly investigated the matter and reported to the delegation that reflects the payment or non-payment of accrued sick time once the maximum allowable sick time limit has been reached.

A question concerning the cost of electrical usage at MNH was asked and Director King responded that the rates that the County was able to obtain through PSNH and TransCanada were extremely competitive and the current rate structure is locked in for the next 1.5 years.

Director King then responded to questions concerning vehicle maintenance, the cost of maintenance at the old jail facility, the water use rates and costs for MNH, road work needed for storm drainage issues, and the cost of electric usage at the Courthouse.

Representative Weber inquired on the budget for plastic ware why this is being purchased. Director Trombly stated it is for the kitchen in the building. The executive committee recommended removing this item. Director King was requested to find the value of the plastic ware and cups so that this may be reduced in the budget. Rep. Hunt stated that he believes that the water coolers should also be cut at all facilities and this was also moved forward as a recommend cut for full delegation consideration.

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, January 9, 2012**  
**33 West Street, Keene, NH 03431**

Director King was asked about his capital equipment priorities for 2012 and provided the following list of items that need to be addressed. 1.) A new nurse call system, 2.) upgrade of door locks for the south end of MNH, 3.) replacement of the transfer switch for the MNH generator, 4.) Completion of ducting work behind laundry dryers, 5.) tile replacement in resident showers, 6.) Pavement repair.

Rep. Hunt asked if the bulk of the cost of the items can be covered under ARRA funding instead of using any capital reserve funds. Director Trombly will increase ARRA Revenue and decrease Capital Reserve revenue to off-set capital expenditures where possible.

The Delegation then took-up review of the Deeds department proposed budget. Administrator Wozmak pointed out that Registrar Hubal had already met the 2012 budget reduction requests due to restructuring (eliminating a position) of the department a number of months ago. A discussion ensued regarding the use of microfilm and the need for archival storage for registry documents. No changes were made to the budget request.

Director Trombly presented the Treasurer portion of the budget and recapped the need for the TANS borrowing and how the TANS process worked. No changes were made to the budget request.

Human Resources budget was presented by Director Hurley. Director Hurley presented her request for a half time position (.5 FTE) that would be partially offset by the current HR support staff member moving from 40 hours to 32 hours. After discussion there was not much support to move forward with the request.

General County presented by Trombly – Insurance and workman compensation claims were discussed and no changes were made to the budget.

Delegation: Presented by Administrator Wozmak  
Travel is up due to increase in meetings and no changes were made to the budget.

Human Services presented by Finance Director Trombly – this department now only consists of Medicaid pass through. No change in the budget was made.

Personnel Administration presented by Director Trombly – Discussion concerning the success of the County self-insurance plan ensued and it was learned that the County has run approximately 5-10% below peer groups over the past decade. No change was made to the proposed budget.

**At 11:33 Chair Hunt made a motion to adjourn and the motion passed unanimously.**

Respectfully Submitted,

**Jane Johnson, Clerk**

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Thursday, January 19, 2012**  
**12 Court Street, Keene, NH 03431**

**PRESENT:** Representatives Butynski; Chase, Hawkes, Hunt; Moore (Robert, Jr.), Sad, Sterling, Weber, Weed, Johnson (Jane), Commissioner Zerba, Administrator Wozmak, Finance Director Trombly, Project Manager Bouchard

**ABSENT:** Representatives Emerson, Leraudeau, Meader, Smith, and Tatro.

Chair Hunt opened the meeting at 07:06 PM

The meeting was open to the public for comments concerning the elimination of the Alternative Sentencing / Mental Health Court Department from the 2012 County Budget. The following members of the public spoke;

Honorable Judge Burke, Keene District Court

Without taking a position regarding the program, Judge Burke gave his “*view from the bench*.” He said the two most difficult issues facing me as a Judge are 1.) Setting appropriate conditions of release (on bail) and 2.) the sentencing side of things. There are so many mental health or substance abuse or more commonly both conditions in the people we see, and if they are a threat to themselves or others, and if I don’t have enough information to detain them, then I have to incarcerate them. “I need as many resources as I can get” he said. Referrals to this program come from prosecutors and police. The model is a Sequential Intercept System and the big advantage is that I can look across the courtroom and know whether or not we have the resource needed to assist the person in the community. If I don’t have this resource, bail conditions will look quite different. On the sentencing side, I will have to exalt specific deterrence rather than general deterrence. I need resources and information and if I can deal with this person with option of the program, I can better determine what’s best for that person. These decisions are hard. They affect families, real people, not just one person, but many people”

David Lauren, DV Prosecutor

“After consultation, some cases are better suited for district court for alternative sentencing and mental health court. This program provides an important tool for felony prosecution”

Ken Jue, Former CEO of MFS

Mr. Jue provided a history of Alternative Sentencing Program and Mental Health Court. He said that a multi-disciplinary group of people from the region went to Seattle to visit the mental health court there. This group included a deputy sheriff, two police officers from two departments, a state legislator, as well as mental health professionals from several agencies. The trip was, in part, paid for by a substantial donation from a community member. Following that trip, he described the first year of planning and the success record and permissive legislation. During this planning year, all of the stakeholders (police, prosecution, defense, and court personnel) met regularly to scope out the rules, relationships and legal issues surrounding the initiation of a mental health court. This work demonstrated and continues to demonstrate a uniquely strong working relationship in this

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Thursday, January 19, 2012**  
**12 Court Street, Keene, NH 03431**

community between these various interests. A law was passed that permitted the formation of a pilot mental health court in Cheshire County and this model has been visited by many jurisdictions over the past decade.

Jay McCormick, Regional Prosecutor

“We are so fortunate to have this program in our county. I worked in Suffolk County and they had nothing like this. Everyone just went to jail. If we didn’t have it, we wouldn’t have the option of individual services, our only option would be to hold them overnight in our jail and would they really be able to give them the services they need there? This program provides different and rehabilitative services for the safety of our community.”

Rep. Bill Butynski asked a question of Judge Burke whether the Commissioners consulted with him prior to recommending that the program be cut. Judge Burke responded that he had many conversations with Mr. Wozmak both last year when cuts were proposed and later when the entire program was in jeopardy although he was not specifically asked whether he supported the cuts or not.

Jan Peterson, Managing Attorney

“Mental Health and the law collide. We had to educate both sides. Sometimes we can’t get an appointment for a medical review for six weeks. Mental Health beds go down, jail beds go up. This is the best system we’ve come up with. It’s quick. It’s the voice for the voiceless. It’s an amazing multidisciplinary system.”

Doug Iosue, Case Manager, LCSW, CCHOC

Mr. Iosue said that they book nearly 1,800 in our jail each year and he has 350 inmate in his caseload a year and that 80% have substance use disorder, 40-50% have a Mental Health diagnosis needing meds, only 20% are employed, 20% have health insurance. He said that a small percentage of his clients in jail also end up in the alternative sentencing program and he feels comfortable that, upon release to the program, they get the structure, support and services they need. They frequently leave with huge debts, paying restitution, few have insurance, most have child support due and paying for medication and therapy is impossible without this program.”

Martha Jacques, Public Prosecutor in Jaffrey and Keene

Martha explained that she provides prosecution services for many area towns both within and without the county. She said: “Expand this program, don’t cut it! This program diverts people from the criminal justice system. Hillsborough does not have a program like this and we wish it were in Jaffrey Court System. I can’t imagine what life would be like without this program. It would be devastating”

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Thursday, January 19, 2012**  
**12 Court Street, Keene, NH 03431**

Michael Hager, Program Graduate, Swanzey

“I’m a gratefully recovering alcoholic and addict. This program isn’t one person. It’s an entire family. I learned to live on life’s terms. I am a better husband, better father. I have a wonderful life now. I almost got thrown out the program if you can believe it? I’m 40 and in better health than I was in my 20’s. This is the first time I have been in court without being required to be here. This program doesn’t just save one person- you saved my entire family”

Mr. Hager spoke about the program director, Michael Potter: “I could not see in myself what Michael saw in me” He gave great credit to the staff at this program and at Phoenix House for seeing his potential to recover and become a productive member of the community.

Amelie Gooding, Phoenix House

Ms. Gooding said she works for Phoenix House which provides many services to the recovering community and their program has a 75% completion rate. She said that she has nothing but good things to say about the program.

Meg Connor, Clinical Mental Health Counselor

Meg said: “I don’t like taxes. But that the change in people after this program is immeasurable. Prevention is cheaper than the aftermath.” She went to cite a case where one of the clients has been able to deal with previously debilitating Mental Health issues and is now a small business owner and taxpayer.

Tanya Cornell, Provider

As a provider, Tanya said that medication management is a high demand. She said, “This team is amazing”. These clients are the most inspiring. Clients realize that the team is not the enemy-they are here to support them. If this is cut, there will be consequences for years and years to come”

Michael Potter, Program Director

Michael provided some national information on the overall success of programs such as this.

Matthew Hill, Public Defender’s Office

“If this program doesn’t exist, people will be in jail, without jobs, not paying rent and how is that an effective cost savings? This program doesn’t take every person coming to them. Not everyone is a good candidate. People come from all around to see this program. Incarceration vs. benefits long term for the community should be your consideration.”

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Thursday, January 19, 2012**  
**12 Court Street, Keene, NH 03431**

Rob Rooney, MFS Chair

Mr. Rooney commented that this has been an effective program for more than a decade and that it was a great bit of foresight of the people in this community to put this together so long ago. As chair of Monadnock Family Services, he urges you to keep the program, there is data to support its success”

Katy Hagar, around 10 year’s old, daughter of a graduate

“My Dad started to be a stranger. I was afraid I was losing my Dad and I’m glad he got better”

Lizette Foley, employee ASP/MHC

This program reflects a nationwide trend. It says a lot about the program that last year when we asked providers and vendors to cut their fees due to budget cuts, they did. They believe in this program and serving this population.”

Eric Hedin, Director of Recovery Support Services, MFS

“This program keeps people in the community, which is our goal as well. It is a coordinated service, staying out of the courtroom. I don’t have numbers- I have the faces, the smiles to support this!”

Heather, in ASP/MHC program now

“This program is not only saving money, but you’re saving lives. I’m extremely grateful for this program.”

Jay Buckley, Public Defender’s Office

“Something to consider is how this affects the employers, families, getting kids to schools, providing medical care to parents, pets, etc. When someone is incarcerated, it affects families, not just individuals”. This program is very, very important.

Meg Zanger, formerly of Family Strength

“When someone isn’t involved with Alternative Sentencing, we see the results. You are digging a hole deeper and deeper if you eliminate this program”

Jeff Hewett, Graduate

“This program made me re-evaluate my life. It offered me solutions. I’ve stayed employed. I’m paying taxes, child support and am an active member of the community. It gave me a second chance. I’m forever grateful”

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Thursday, January 19, 2012**  
**12 Court Street, Keene, NH 03431**

Maryann Strong, Substance Abuse Counselor

Ms. Strong stated that she came from an area where no program like ASP/MHC was available. “Erasing a line in a budget doesn’t erase a problem. If people are incarcerated, they make no contribution to the community; cause more evictions, more stress and strain on the system. It’s an amazing difference with this program here”

Kevin Holfelner

Mr. Holfelner was a prior per-diem staff member at ASP/MHC. He stated that he was supportive of the statements of the previous speakers and that in keeping with the Vision 2020 model the County should maintain the program. “What do we want the county to become”?

Rep. Hunt stated that this was “a very difficult decision” and thanked everyone for coming. He also introduced other State Representatives, Chase and Weed, who were in attendance.

Two other members of the public then asked to be heard and spoke;

Ethan Frock, Graduate ASP

“I’m a graduate. I have a sale pending on a home in Keene. I am not a drain anymore. I have been employed five years now and am a supervisor who deals with some employees who have substance abuse problems. It’s tough. Without this program, I would never have made it this far.”

Dakota Adams – Identified himself as 23 years old and a graduate of ASP

“If it weren’t for this program, I would be involved with the police and seeing Judge Burke. They reached out their hand to me and it has made all the difference. I would be that constant drain you are all talking about if it were not for this program. We are what matters. “WE are your data”

**At 08:14 there being no further public comment, Chair Hunt made a motion to adjourn and the motion passed unanimously.**

Acceptance Authorized

**J. Wozmak, Clerk Pro Tempore**

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, January 23, 2012**  
**33 West Street, Keene, NH 03431**

**PRESENT:** Representatives Butynski; Chase, Hawkes, Hunt, Lerandean, Meader, Sad, Sterling, Weber, Commissioner Zerba, Administrator Wozmak, Finance Director Trombly, Project Manager Bouchard

**ABSENT:** Representatives Emerson, Johnson (Jane), Moore (Robert Jr.), and Smith

The Executive Committee convened to review Outside Agencies Budget Requests for 2012.

Chair Hunt opened the meeting at 09:00 AM

**HCS (Home Healthcare, Hospice and Community Services)** Staff members Duquette, Olmstead, Skeels, and Ashworth presented their request for 2012 funding. The services that HCS provides and the funding sources for these services were reviewed. It was noted that previous sources of funding that HCS has relied upon have been eliminated or reduced and that as a result various elements of the programs provided by HCS have had to be curtailed. The delegation members queried HCS on a number of services and cost areas and asked for clarification on distribution of services. No change was made to the proposed budget.

**The MCVP (Monadnock Center for Violence Prevention)** budget request was then reviewed and a discussion regarding the office space occupied by MCVP in the courthouse ensued. Being housed in the courthouse is a huge asset to the organization, because it is a secure building. If they were not in that location they would have to spend additional money to hire security. The funding that is received by the county offsets the cost of the rent. As The close proximity to the court system is very advantageous to cut down on any travel costs associated with going back and forth to the courts. No change was made to the proposed budget.

**MFS – (Monadnock Family Services)** Staff Birney, Skalaban, Forsher, and Cook were present to discuss MFS's 2012 budget request. Changes in staffing within the organization were discussed as and the financial difficulties that the organization faces. MFS has eliminated 10 positions and decreased the salaries of the existing staff and reviewed the options of closing satellite offices. It was explained they have used their line of credit to continue operations thus far but those monies have now been completely used up. The continued viability of the organization may be in question. No change was made to the proposed budget.

**MDS (Monadnock Developmental Services)** Staff members Coates and Green presented the MDS request. MDS provides individuals with developmental and related disabilities the means to live as independently as possible in their own community. The delegation members asked a number of questions covering services provided and MDS's interaction with other local service agencies. Also covered was how the services provided to clients has changed over the years. No change was made to the proposed budget.

**Community Kitchen** – Staff members Ray and Iozo presented their request for funding for 2012. Discussions regarding the program changes with the new staff in place, and the new director Ms. Ray were reviewed. Ms. Ray said that the Kitchen is building a relationship with the NH Food bank.

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, January 23, 2012**  
**33 West Street, Keene, NH 03431**

Creating this relationship opens the possibility of buying through the Feeding America resource. Feeding America is a national organization that has incredible buying power and can offer reduced food costs to the operation of the kitchen. Ms. Ray explained that the Community Kitchen will be meeting with the selectmen of each town in the near future to make them aware of the services that can be provided to each of their municipalities. No change was made to the proposed budget.

**JCC and CHINS** – (Juvenile Court Diversion Program and Children In Need of Services) Staff member Sadowski presented. Ms. Sadowski reviewed the clients who are served by the two programs and the mission of the organization. Also discussed was the success rate of the program and the value to the community. The mission of CHINS is to help children with behavioral issues prior to any crime being committed and JCC covers children who have already entered the court systems. Ms. Sadowski stated that the State of NH has eliminated funding for both of these programs. No change was made to the proposed budget.

**Child Advocacy Center** – Staff members Hart and Palestino presented. The mission of the Monadnock Region Child Advocacy Center (MRCAC) is to protect abused children. Members include local, county and state law enforcement agencies; the New Hampshire Division for children, Youth and Families; the Cheshire Country Attorney's office; and medical/mental health professionals. The delegation members asked a number of questions concerning funding and prosecution rates being obtained. Hart stated that they have been successful in obtaining a 40% increase in prosecution rates since the center has been open and when comparing counties that have CAC programs against those who do not, on average it costs \$1,300.00 less per case in prosecution costs for counties with the program in place. No change was made to the proposed budget.

**There being no further business scheduled Chair Hunt made a motion to adjourn at 11:33 and the motion passed unanimously.**

Respectfully Submitted,

**Jane Johnson, Clerk**

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, January 30, 2012**  
**33 West Street, Keene, NH 03431**

**PRESENT:** Representatives Butynski; Chase, Hunt; Johnson (Jane), Meader, Moore (Robert Jr.), Sad, Sterling, Tatro, Weed, Commissioners Pratt and Zerba, Administrator Wozmak, Finance Director Trombly, Superintendent Van Wickler, DOC Case Manager Iosue, Conservation District Manager Costello, UNH County Office Administrator Roberge, Director Scribner, Project Manager Bouchard

**ABSENT:** Representatives Emerson, Hawkes, Lerandean, Smith, and Weber

Chair Hunt opened the meeting at 09:00 AM

The Department of Corrections proposed 2012 budget was reviewed. A discussion concerning the cost of propane and the geo-thermal heating system at the jail started. The requested 45k department budget cut was discussed and Superintendent Van Wickler spoke to the Director of Training position being eliminated and the duties being dispersed to the existing staff. Van Wickler then spoke to the cost of the medical issues that DOC has to deal with and cited a number of examples of the high costs that can be incurred due to inmate illness and diseases. He went on to say that the increase of hours from .5 FTE to FTE requested in the 2012 budget for the Licensed Drug and Alcohol Counselor (LADAC) was "vital" to the operation of the facility.

A question was raised pertaining to the cost of per-diem nursing and Van Wickler reviewed how per-diem nurses are scheduled and utilized in the facility.

Rep. Sad then asked about the use of Correctional Officers for medical transports. Van Wickler reviewed the polices in place for both County and Federal inmates pointing out that the Federal inmates are required by contract to have two armed CO's on 24 hour watch whenever they are placed in a hospital. He further said that the cost for the federal inmates can be recovered but that despite the use of per-diem police personnel when possible, the overall staffing levels at the jail are currently 7 personnel short of the optimum level and it is having adverse effects on being able to run the facility as intended.

The cost of meals was then discussed and it was learned that DOC is no longer able to purchase commodity goods from the federal programs. The dietary manager said that the program now has a focus on schools not jails. In response to a question about buying locally he stated he to buy locally when he can but the cost of items is an on-going concern.

The cost of the city water and sewer charges were reviewed and noted as being high.

Rep. Weed asked about the cost increase in equipment repair and was informed that it is due to the fact that the manufacturer's warranties have now run out and service contracts are required to cover the cost of maintenance and replacement if needed.

Rep. Butynski asked a question concerning the number of inmates currently held in the facility and it is possible to close one of the housing units to save money. Superintendent Van Wickler spoke at

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, January 30, 2012**  
**33 West Street, Keene, NH 03431**

length explaining the various levels of classification and the Court mandated no contact orders that would make such a decision impossible to implement.

Rep. Hunt asked a question concerning the marketing of DOC to other counties and to the Federal Prisons. Van Wickler told the committee that he is in at least weekly contact with the various counties and almost daily contact with the Federal agencies.

Rep. Chase asked if DOC was experiencing an increase in cost due to mental health issues of the inmates. Van Wickler said that they were "absolutely" seeing an increase because of this issue. Case Manager Iosue then spoke to the increase in homelessness and in serious mental issues that the jail is seeing. He stated that currently there are 5-10 very seriously mentally inmates and that approximately 85% of all inmates that he provides services to have drug abuse issues.

A question concerning the cost of prescription drugs arose and was addressed by Superintendent Van Wickler informing the committee of the efforts to save money whenever possible by buying common drugs through a discount program put into place with a local grocery chain that was saving the County a great deal of money. No change was made to the proposed budget.

The Public Health budget was then reviewed. The public health budget item(s) are areas that allow grant money to be accounted for in the budgeting process. Currently the County has \$3.7 million dollars under management and this number is expected to grow in the coming year. The added cost of the LADAC .5 FTE for DOC is expected to be covered by a grant from these line items. No change was made to the proposed budget.

The Conservation District budget was then reviewed. District Manager Costello reviewed the requested budget and spoke at length of a pilot program that is seeking grant funding to begin a Food Hub distribution program. This program could possibly include rehabbing the former jail into a food processing and storage building. She then spoke to questions from the committee concerning coordinating efforts among County farms to grow for specific markets and the cost of distributing and selling food stuffs. The goal would be to create sustainable markets for local farmers. No change was made to the proposed budget.

The UNH Cooperative Extension budget was taken up for review and discussion. Administrator Roberge spoke to the issue of the reorganization plan put into effect to meet the requested 45K budget reduction and how they were able to meet the goal through elimination of an administrative position and an educator staff slot. They are also reducing office space requirements. They may also be impacted by a further 25% reduction from UNH funding that will further contract programs. Discussions concerning community partnerships, the wood stove exchange program, possible long horn beetle impacts on the state and timber sales were covered. No change was made to the proposed budget.

The Information Technology budget was then reviewed. Director Scribner presented the proposed budget and answered questions from the committee concerning leasing vs. buying equipment, the

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, January 30, 2012**  
**33 West Street, Keene, NH 03431**

cost of upgrading software, and the possible reduction of the number of computers being used in the county. No change was made to the proposed budget.

**There being no further business to discuss, at 12:00 PM Chair Hunt made a motion to adjourn and the motion passed unanimously.**

Respectfully Submitted,

**Jane Johnson, Clerk**

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, February 6, 2012**  
**201 River Road, Westmoreland, NH**

**PRESENT:** Representatives Butynski; Chase, Hunt; Meader, Weber, Commissioners Pratt and Zerba, Administrator Wozmak, Finance Director Trombly, Administrator Kindopp, Administrator Miffek, and Project Manager Bouchard

**ABSENT:** Representatives Emerson, Hawkes, Johnson (Jane), Leraudeau, Sad, Sterling, Moore (Robert Jr.), and Smith

The Executive Committee convened to review Maplewood Nursing Home and Assisted Living Facility Budget Requests for 2012.

Chair Hunt opened the meeting at 09:15 AM

**ALF** (Assisted Living Facility) Administrator Miffek answered questions from the delegation concerning room capacities and rate competitiveness within the local community. A discussion of movement between ALF and the nursing home was taken up and Medicaid qualification questions were addressed. No change was made to the proposed budget.

**MNH** - Maplewood Nursing Home – Administrator Kindopp and staff presented the 2012 requests. Kindopp answered question from the delegation concerning Medicaid revenue levels, suitability requirements of the facility for some potential residents and spoke to the tangled and often convoluted Medicaid rules in place that the staff must deal with on a daily basis in order to receive timely and appropriate compensation for services provided.

The Quality Assurance, Dietary, Nursing, TLC, Environmental Services, Activities, Social Services, Occupational Therapy, Physical Therapy, and Speech Therapy operational and capital equipment budget requests were reviewed in-detail. No changes were made to the proposed budgets.

**There being no further business scheduled Chair Hunt made a motion to adjourn at 12:17 and the motion passed unanimously.**

Respectfully Submitted,

**J. Wozmak, Clerk Pro Tempore**

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, March 12, 2012**  
**33 West Street, Keene, NH**

**PRESENT:** Representatives Butynski; Emerson, Chase, Hawkes, Hunt, Johnson, (Jane), Lerandeau, Moore, R., Sad, Sterling, Tatro, Weber, Commissioners Pratt, Patt and Zerba, Administrator Wozmak, Finance Director Trombly, Grant Specialist Desrosiers, County Attorney Heed, Sheriff Foote, and Project Manager Bouchard

**ABSENT:** Representative Meader

The Executive Committee convened to review the County Attorney and Sheriff budget status for 2012 and to discuss the Alternative Sentencing Program.

Rep. Lerandeau opened the meeting at 09:01AM.

Rep Lerandeau recognized Administrator Wozmak who provided the Representatives with the statutory requirements for completing the budget by March 31st. After some discussion it was agreed that March 26, 2012 would be the date for the full delegation to meet to discuss and pass the 2012 budget.

The Chair then recognized Commissioner Patt who provided background information and a slide presentation on the process used to formulate the Commissioners' budget and gave an overview of the present fiscal challenges that the County faces. The slide presentation provided to the executive delegation follows these minutes as an attachment for the record.

The Chair recognized County Attorney Heed who spoke to his departments' personnel, and organizational structure and said that he will be unable to achieve the requested \$45,000 reduction to his payroll line but that he was able to achieve a 35K payroll reduction in his department by reducing one position. He did not feel he could take more than one full position and still carry out the work of his office. Rep. Hunt thanked him for this effort and suggested that the Executive Committee might accept the approximate \$35,000.

Sheriff Foote earlier sent a letter to the Executive Committee stating that he felt it was not possible to make any reductions in his budget. He reviewed his organizational structure and transport services were discussed at length. The Sheriff said that if he lost one deputy, that he would have no choice but to stop all transports that his office has been doing for many years as a "courtesy" for Cheshire County towns for the transport of inmates to and from court. Rep. Butynski asked why such a drastic measure of stopping all transports would be needed given that there are at least six other deputies and he came in under budget on deputy payroll by \$30,000? Rep. Hunt mentioned several times that given the tough times we are in, to be providing these transports as a "courtesy" was troubling to say the least. Rep. Tatro asked if the jail officers could transport and whether the county could bill the towns for the transportation costs.

A discussion began around the cost to the County, the cost impact on the individual towns if the service were cut back or discontinued and why the new policy on mandatory video arraignment would not relieve much of the transport pressures.

Sheriff Foote said that he was finding it impossible to cut a deputy position and still be able to provide the level of service needed by the towns and court. Rep Weber pointed out that at the last meeting the Sheriff as told that the 45K cut could come from non-personnel budget items. Chair Hunt strongly reiterated Rep.

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, March 12, 2012**  
**33 West Street, Keene, NH**

Weber's comments and suggested that the Sheriff relook at his budget within the next week to find the 45K reductions. Rep. Hunt advised the Sheriff that either he worked to find the reduction or the committee would find it.

After a short break, the Executive Committee reconvened at 10:20AM and took up the discussion of the Alternative Sentencing program.

Rep. Butynski spoke at length concerning his desire to maintain the program as presently constituted and spoke passionately for the value of the program to the community from the aspects of providing highly needed human services and also from the overall cost avoidance of incarceration. He went on to present two funding options that he thought could maintain the program and meet budget requirements but which would utilize more of the ProShare funds.

Commissioner Pratt spoke to the extreme discomfort that the Commissioners have in allocating the very uncertain ProShare funds given that we are already adding \$300,000 to the 2012 budget and that we may have to cover further Medicaid shortfalls in the second half of 2012, which could total another \$176,000. In addition, any shortfall in corrections revenue could cause the budget to be destabilized. Further use of ProShare funds was dangerous, said Pratt. Rep. Hunt agreed and said that his recollection was that in the past, our use of ProShare was limited to reducing taxes or to supplement capital reserves at the nursing home. He was concerned about further dipping into an uncertain revenue stream.

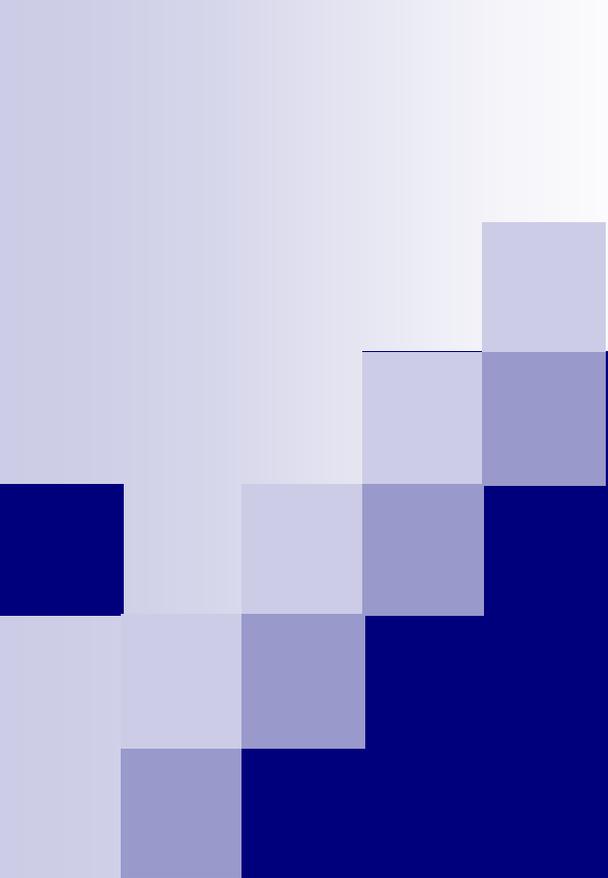
Hunt said that he was more supportive of the program when it was much smaller in size and cost.

Director Potter spoke to his recent visit to the Drug Court program in Grafton County and how the program uses a sliding fee scale for the clients it serves. He also spoke at length regarding the manner in which jail days and the resulting costs are avoided by having clients in his program vs. being incarcerated. The history of Alternative Sentencing funding was reviewed and a discussion of funding alternatives was discussed at length. The conversation then turned to places that the program could be housed and what a reduced program would look like. Administrator Wozmak was asked to look into reducing the Alternative Sentencing program cost and, in cooperation with the Commissioners, will explore a reduction in the program that might make the program half its current size.

**There being no further business scheduled Chair Hunt made a motion to adjourn at 11:43AM and the motion passed unanimously.**

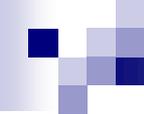
Respectfully Submitted,

  
Jane Johnson, Clerk



# Cheshire County Budget

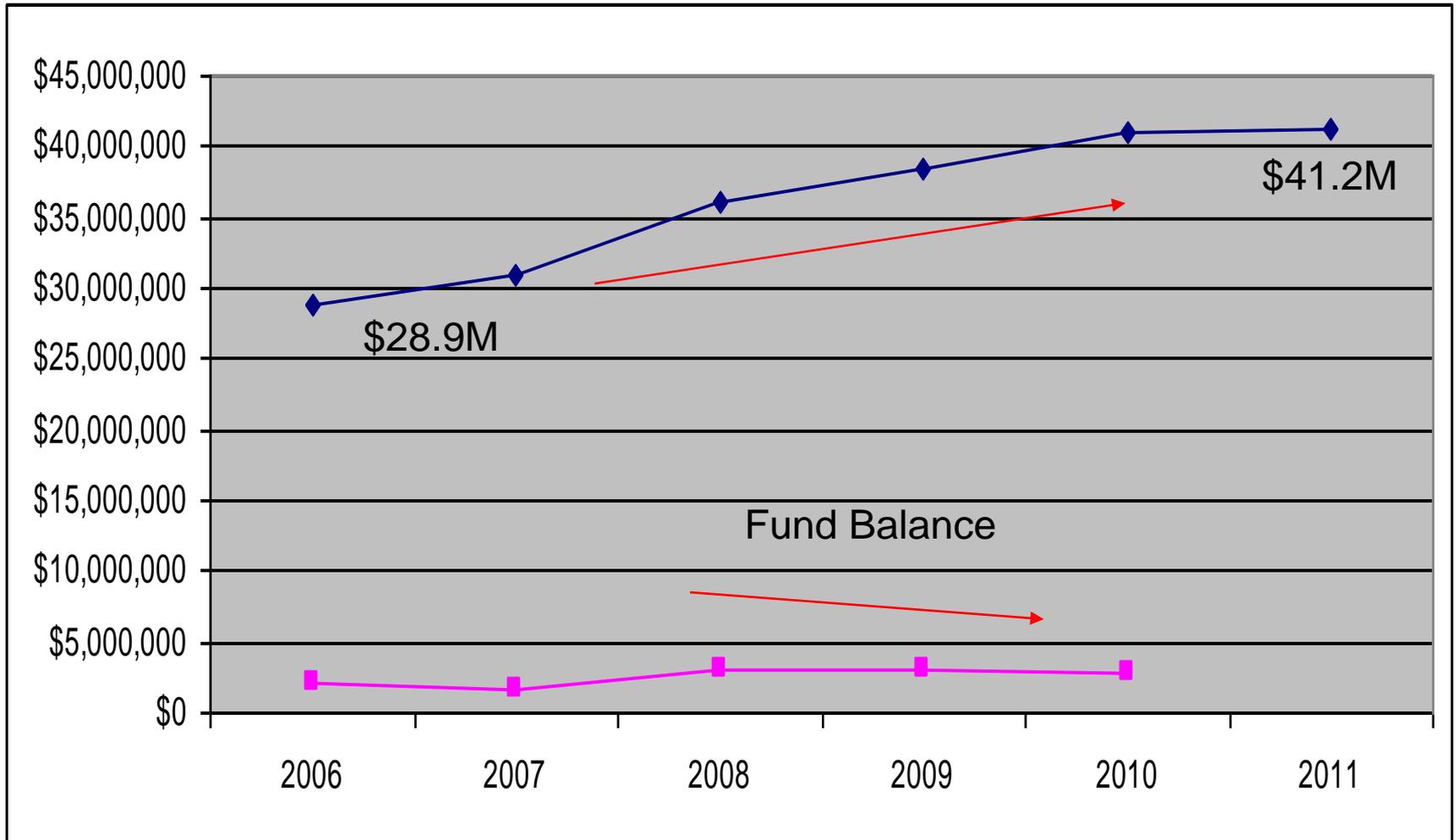
Budget Highlights for 2011 & 12



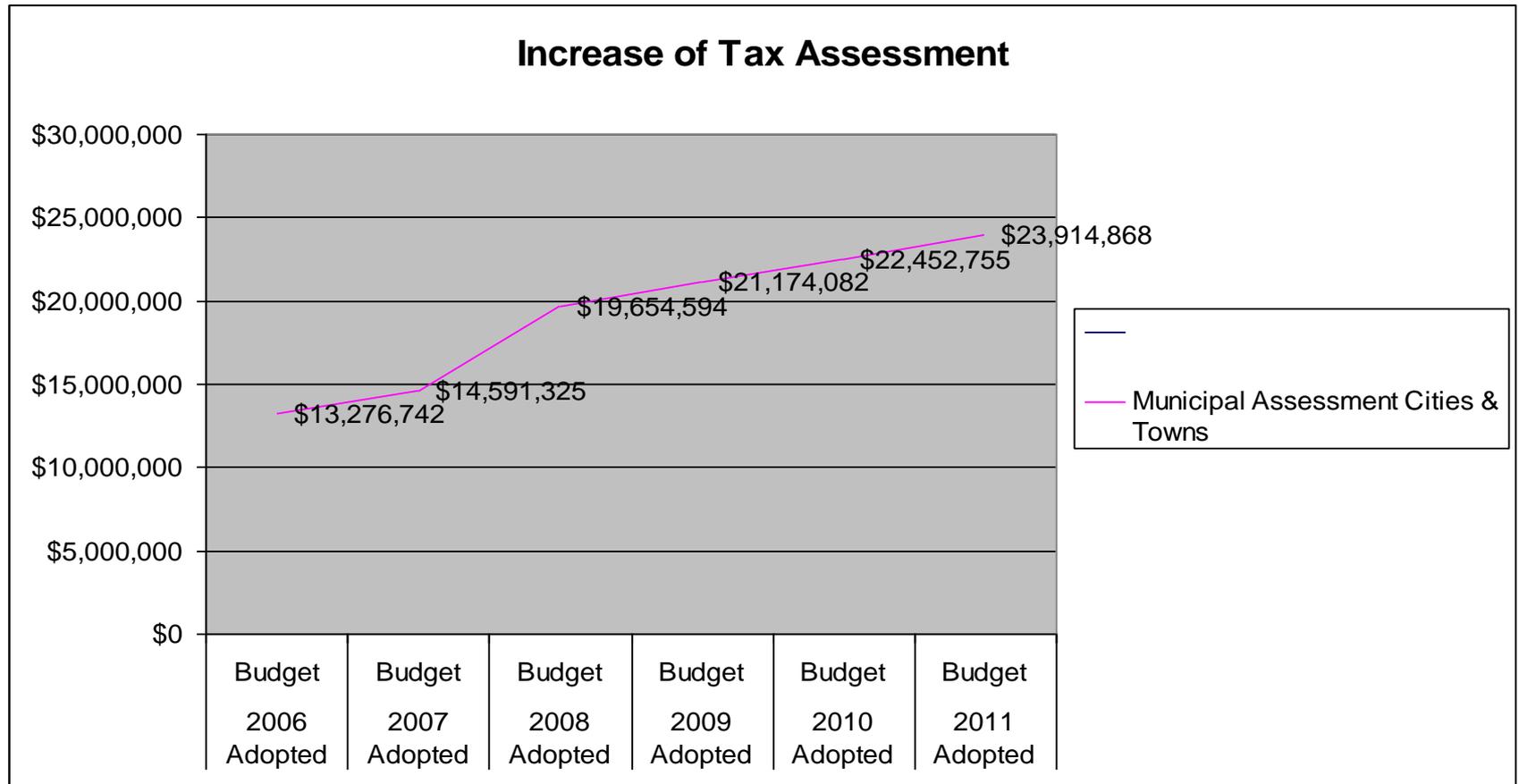
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- Total Budget = \$41.2M
  - \$24.4M Operating Budget
  - \$4.4M Debt Service
  - \$9M Medicaid
  - \$3M County Administered Health Plan
  - \$655K Mutual Aid
  - \$325 Regional Prosecutor
  - Some Additional Grant Appropriations

# Count Budget Overall '06-'11

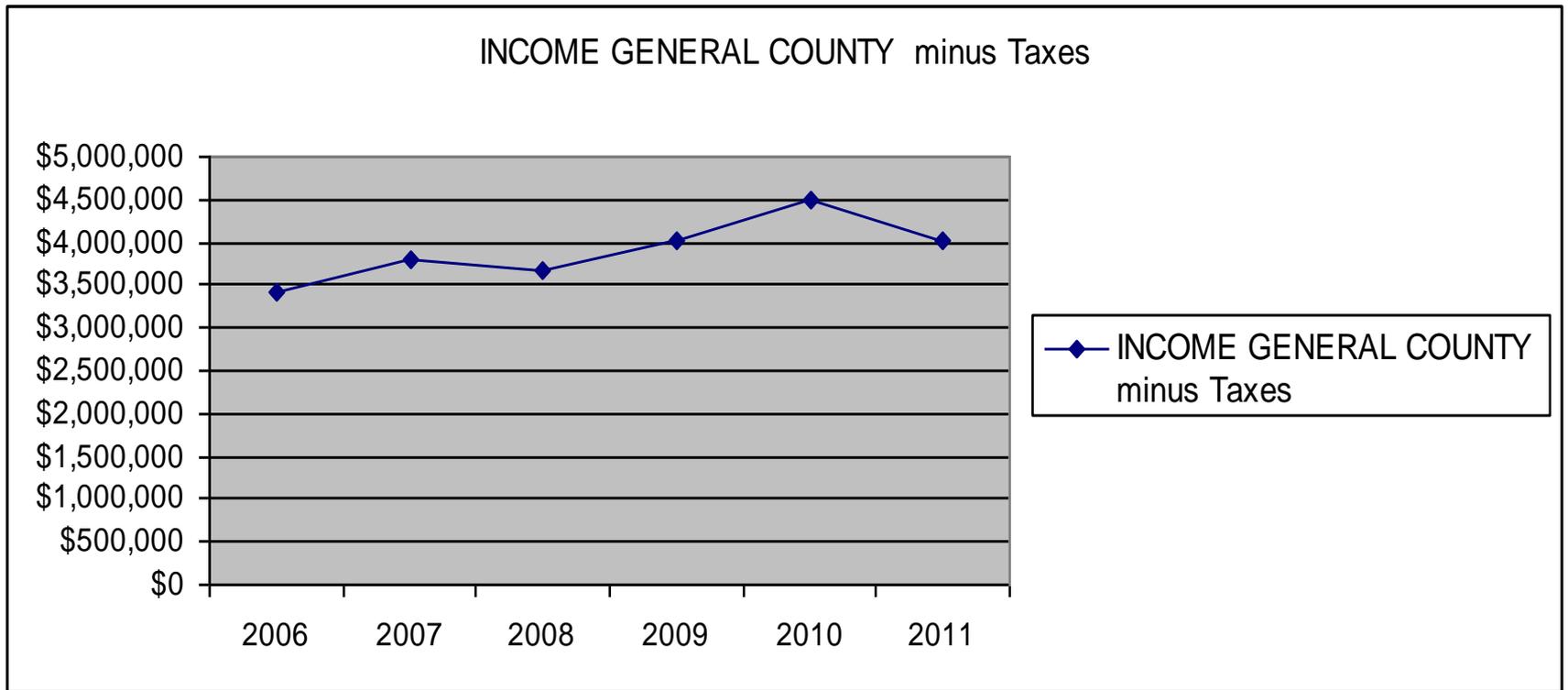


# Municipal Assessment Increase '06-'11

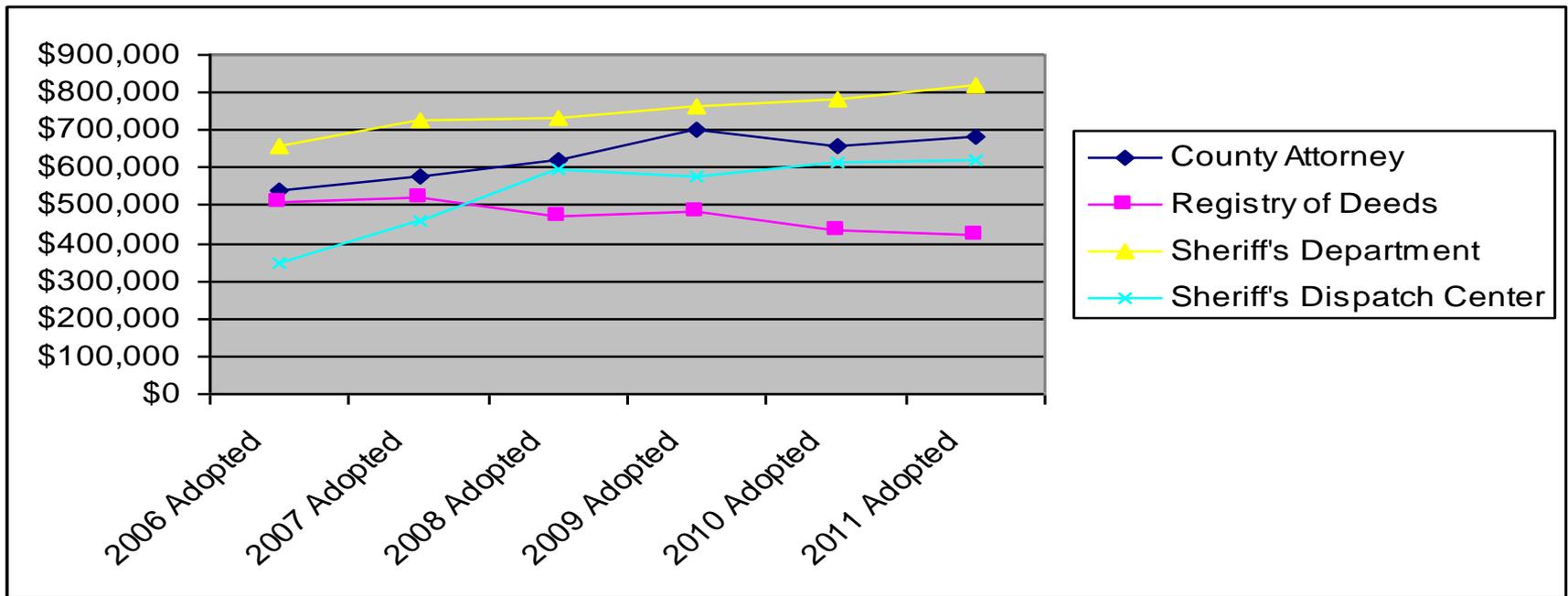


**From 2006 to 2011 Tax Assessment increased by \$ 10,638,126**

# General County Income



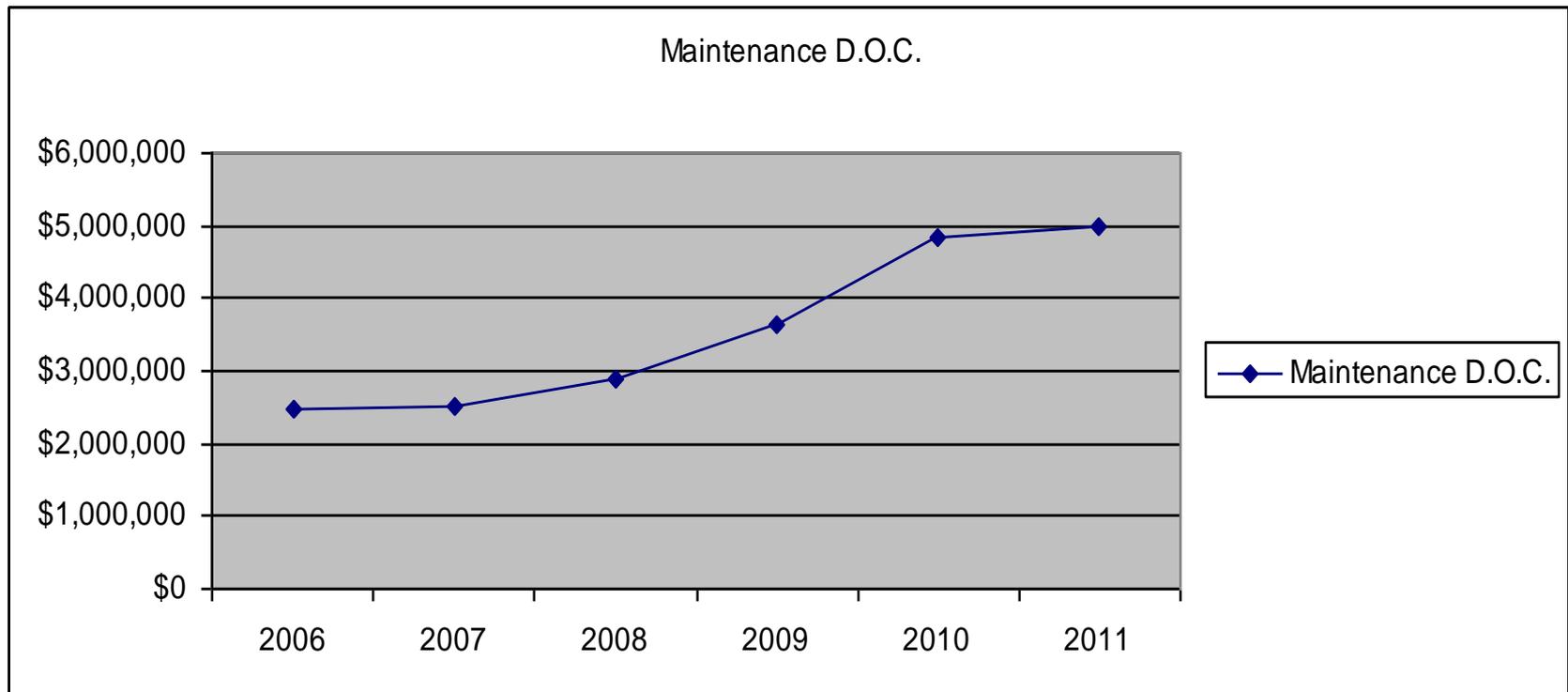
# Elected Official's Budgets



Sheriff's Department	\$659k to \$819k = +\$160k	+24%	
Sheriff's Dispatch	\$350k to \$622k = +\$270k	+77%	expanded by 2008 vote
County Attorney	\$550k to \$680k = +130k	+23%	
Registry of Deeds	\$511k to \$420k = -91k	-18%	

# Department of Corrections

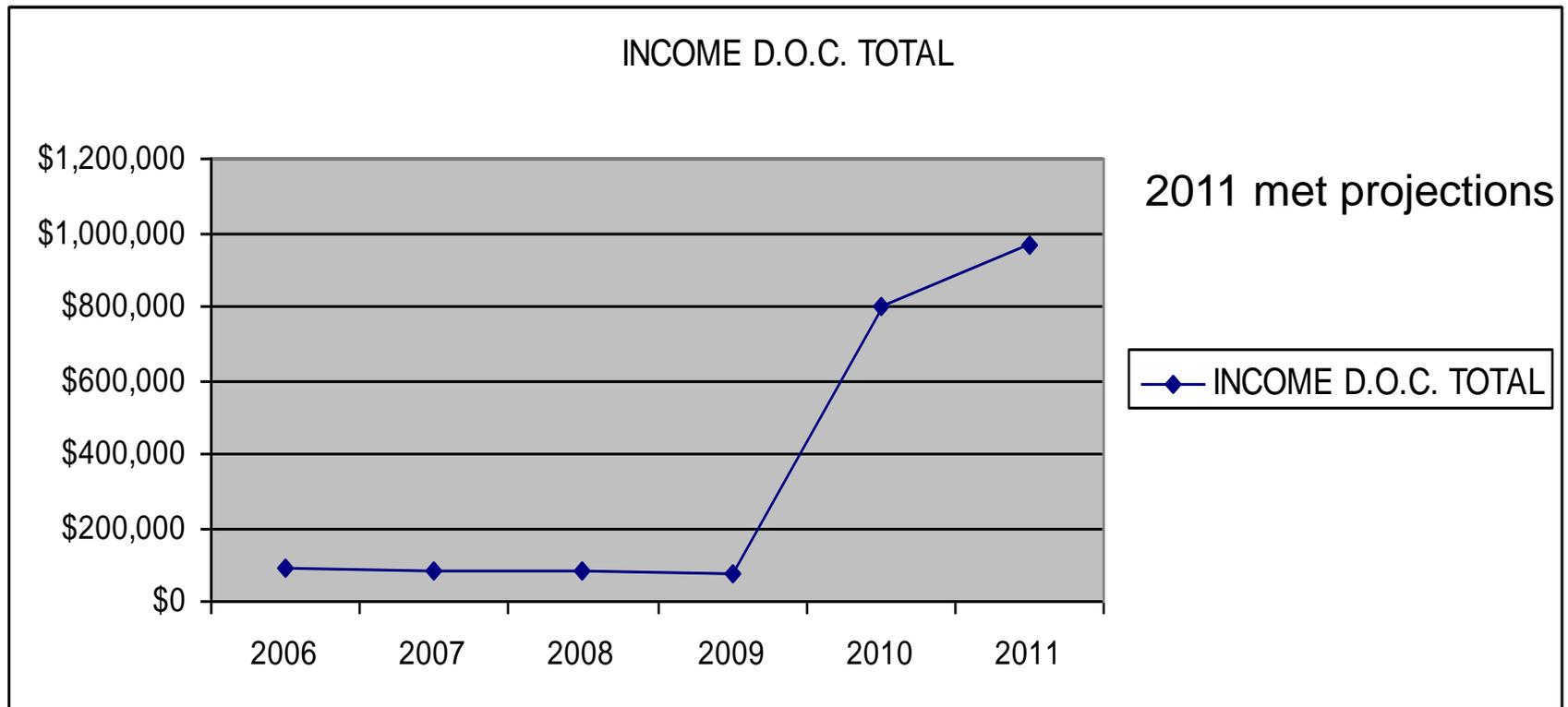
(We have something to show for this increase)

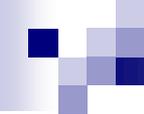


\$2.49M to \$4.99 equals an increase of \$2.5M

# Department of Corrections Income

Offsets increase in operational cost

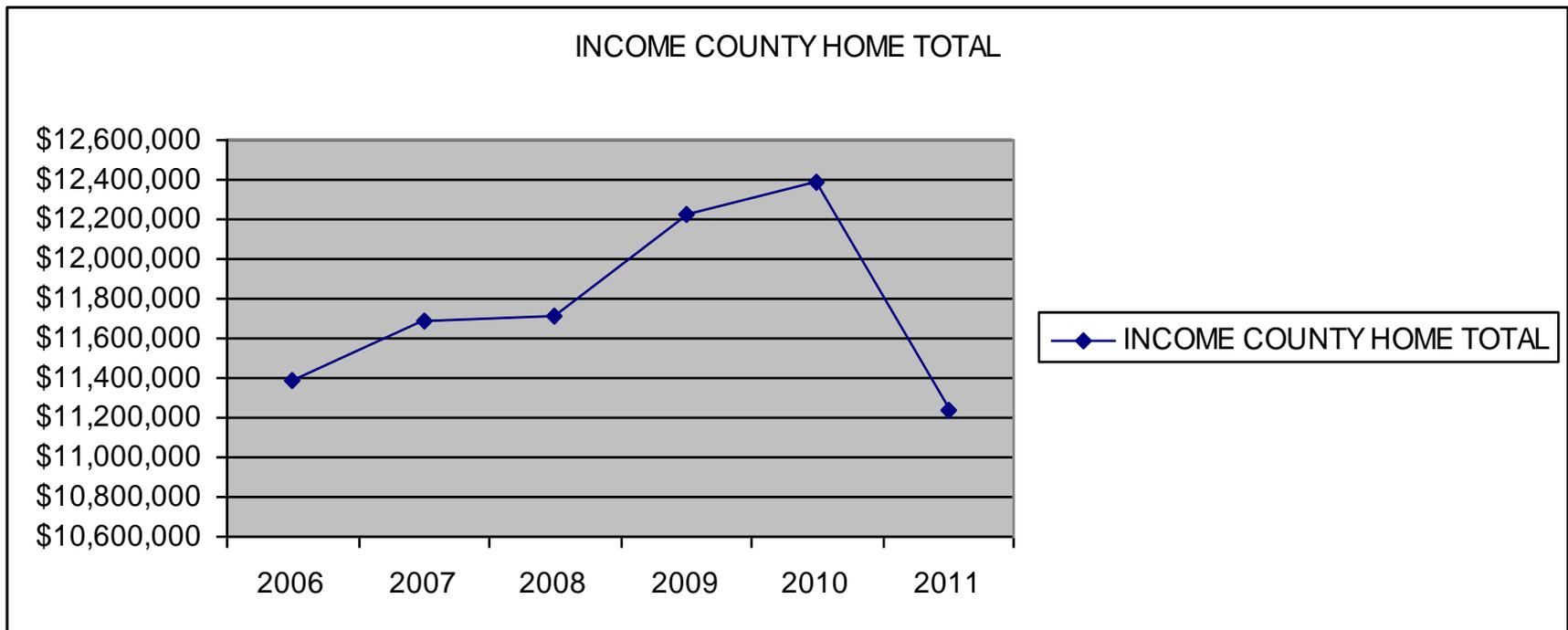




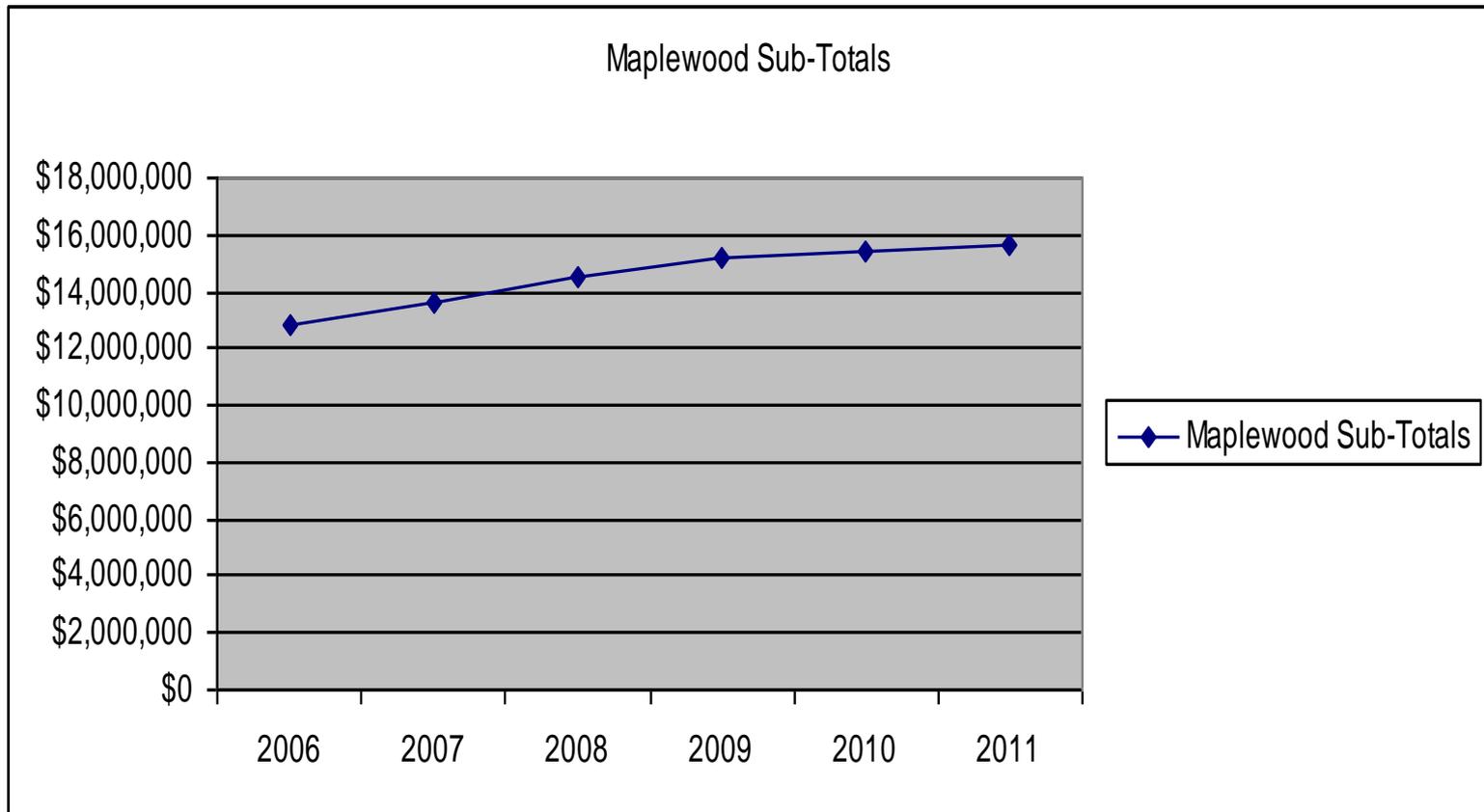
# The Rest of the Story

- Municipal Assessments for the Jail result in approximately \$6.5M in new taxes
- Including the revenues projected in 2011 lowers this to approx. \$5.5M
- Municipal Assessments from 2006 -2011 have increased \$10.6M overall
- Where is the other \$5M?

# Income from Maplewood Nursing Home has declined dramatically

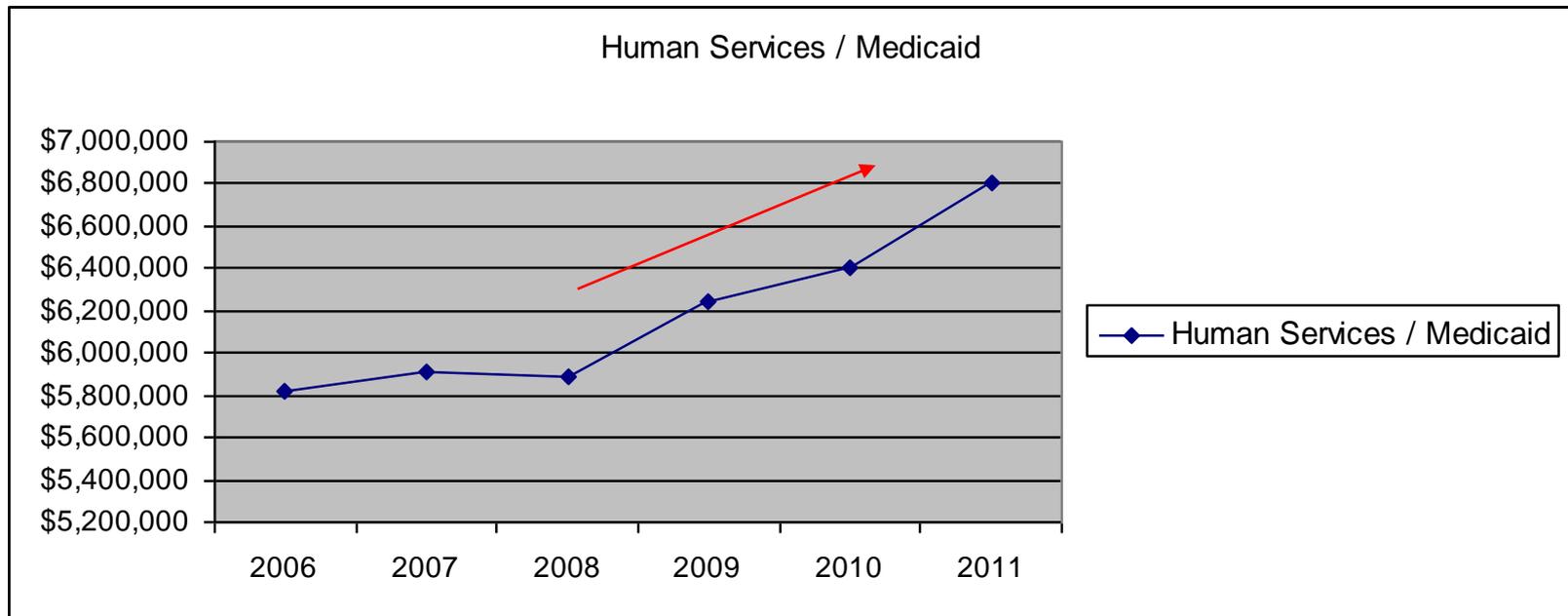


# Maplewood Expenses Increase



# Medicaid RSA 167:18-A

Baby Boomers start retiring at the rate of 10,000 people per day every day for the next 19 years. Medicaid is a subset of this group



**The RSA was voted 2008: the County now makes \$545k monthly payments to cover all residents on Medicaid for every nursing home based in county**

# Breakdown of 2011 Tax Assessment

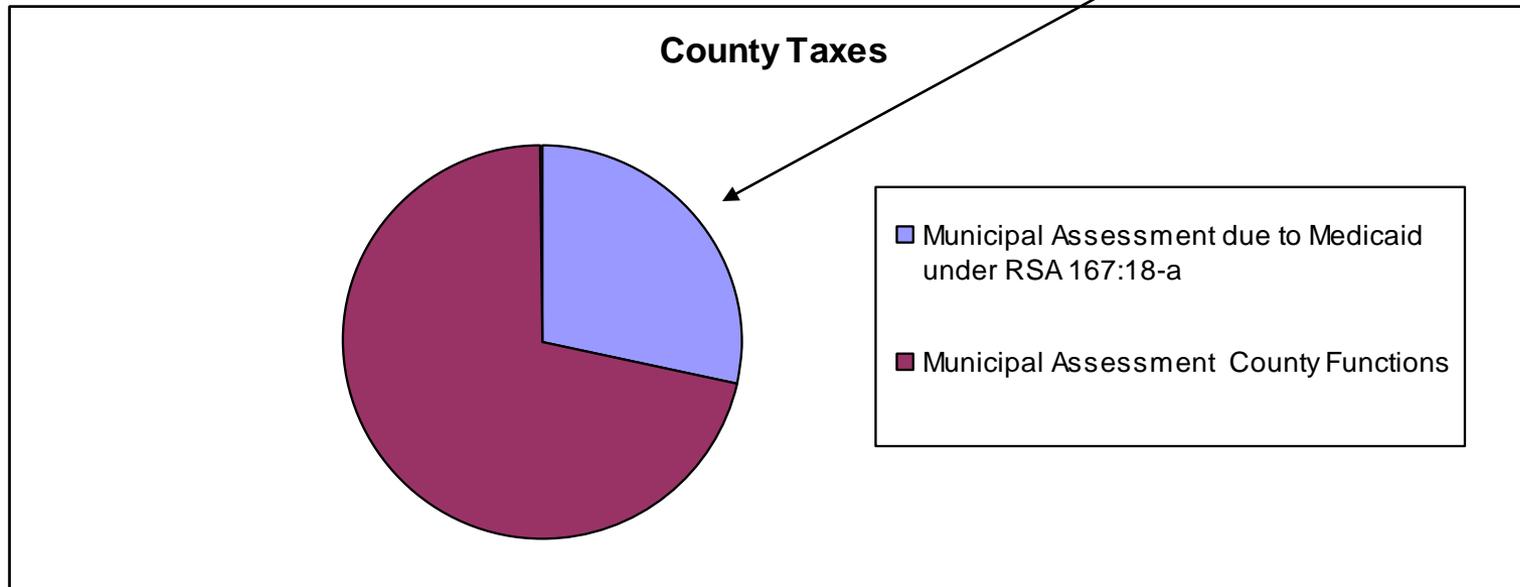
<b>Municipal Assessment due to Medicaid State Passthrough</b>	<b>\$6,836,060.00</b>	<b>29%</b>
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<b>Municipal Assessment County Functions</b>	<b>\$9,492,828.00</b>	<b>40%</b>
<b>Total Taxes to be raised</b>	<b>\$23,914,868.00</b>	<b>100%</b>

\*This number is from before the additional \$46k is voted back in.

# Property Tax Contribution- Medicaid

- Under **RSA 167:18-a** each NH County collects Medicaid Tax Contr.
- Counties collect 100% of the Non-Federal share of Medicaid \$
- Cheshire County's Share is 6.8% of the total State mandate
- Cheshire County collects \$6,836,060 and pays NH 1/12 every month

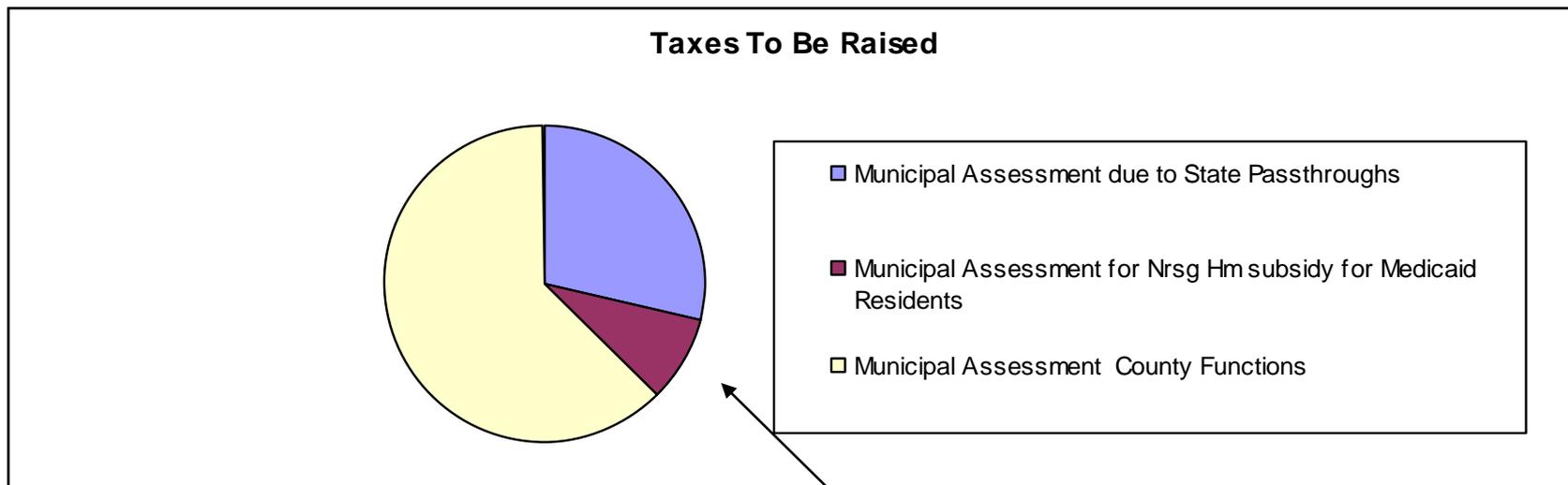
**28% of taxes to be raised**



# Property Tax Contribution / Complete Medicaid Impact

In 2012 the rate was decreased by > \$10.00 per day

- The total Medicaid impact is actually much greater
- Taxpayers subsidize the Medicaid reimbursement at the County Home
- The cost of services in 2011 was \$270 ea. day vs. \$170 payment per day
- The difference is calculated as part of the Property Tax

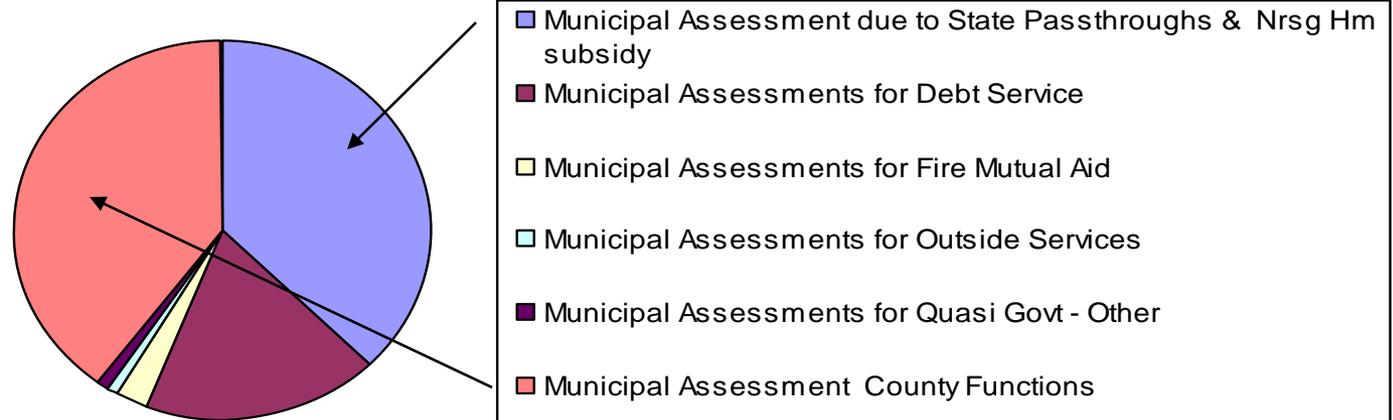


**Nursing Home Subsidy is an additional 9% of the Property tax figure**

# Property Tax Contribution: Medicaid vs. Services

- Cheshire County is also the fiscal agent for several other programs
  - Fire Mutual Aid in 2011
  - Outside Services performed by MFS and others
  - Regional Prosecutor Program paid for by individual Towns
  - UNH Extension Program

**Medicaid compared to County Functions and Outside Services**



**Total taxes to be raised for County Operations is equal to Medicaid 39%/38%**

# Medicaid pressure on County services

- County services are under increasing pressure.
- Services includes discretionary and non-discretionary programs.
- Discretionary programs are piloted to address community needs
  - Discretionary programs start as pilot programs and can grow beyond the County's umbrella
  - Cheshire County pilot programs examples:
    - Fire Mutual Aid
    - Drug Take Back Program
    - Alternative Sentencing



# Budget Crossroads 2012

- The County's basic services will endure further cuts if discretionary programs continue to take money away from mandatory programs.
- The County has not budgeted necessary Capital Reserve (Rainy Day) funds for over a decade. The combination of discretionary program funding, Medicaid, and the lack of fiscal planning is a serious issue going forward.

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, March 12, 2012**  
**33 West Street, Keene, NH**

**PRESENT:** Representatives Butynski; Emerson, Chase, Hawkes, Hunt, Johnson, (Jane), Leraudeau, Moore, R., Sad, Sterling, Tatro, Weber, Commissioners Pratt, Patt and Zerba, Administrator Wozmak, Finance Director Trombly, Grant Specialist Desrosiers, County Attorney Heed, Sheriff Foote, and Project Manager Bouchard

**ABSENT:** Representative Meader

The Executive Committee convened to review the County Attorney and Sheriff budget status for 2012 and to discuss the Alternative Sentencing Program.

Rep. Leraudeau opened the meeting at 09:01AM.

Rep Leraudeau recognized Administrator Wozmak who provided the Representatives with the statutory requirements for completing the budget by March 31st. After some discussion it was agreed that March 26, 2012 would be the date for the full delegation to meet to discuss and pass the 2012 budget.

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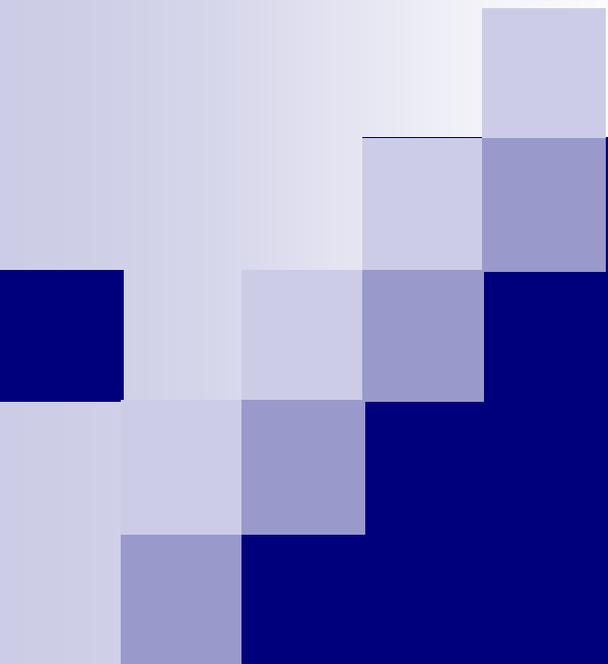
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**There being no further business scheduled Chair Hunt made a motion to adjourn at 11:43AM and the motion passed unanimously.**

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# Cheshire County Budget

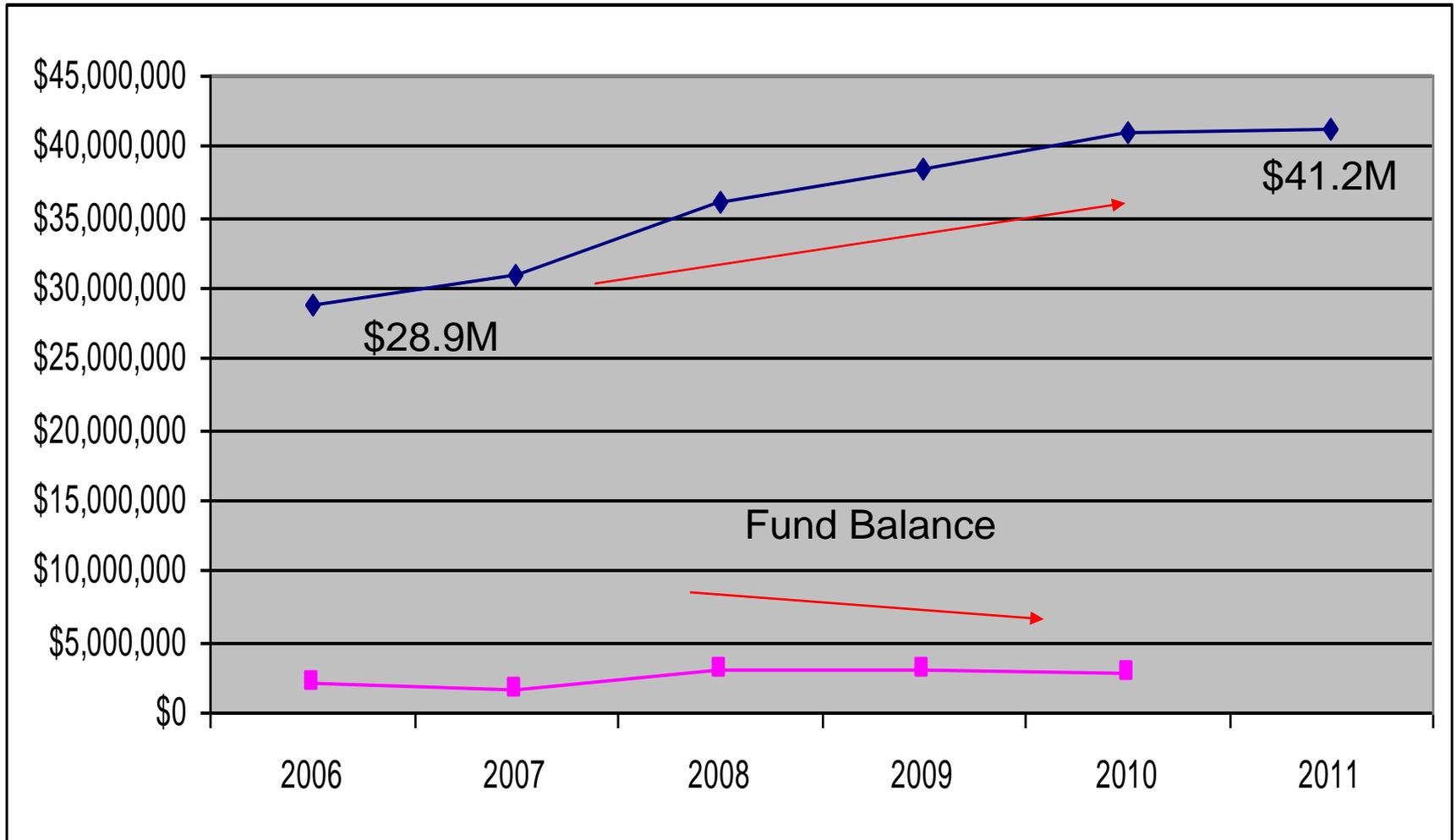
Budget Highlights for 2011 & 12



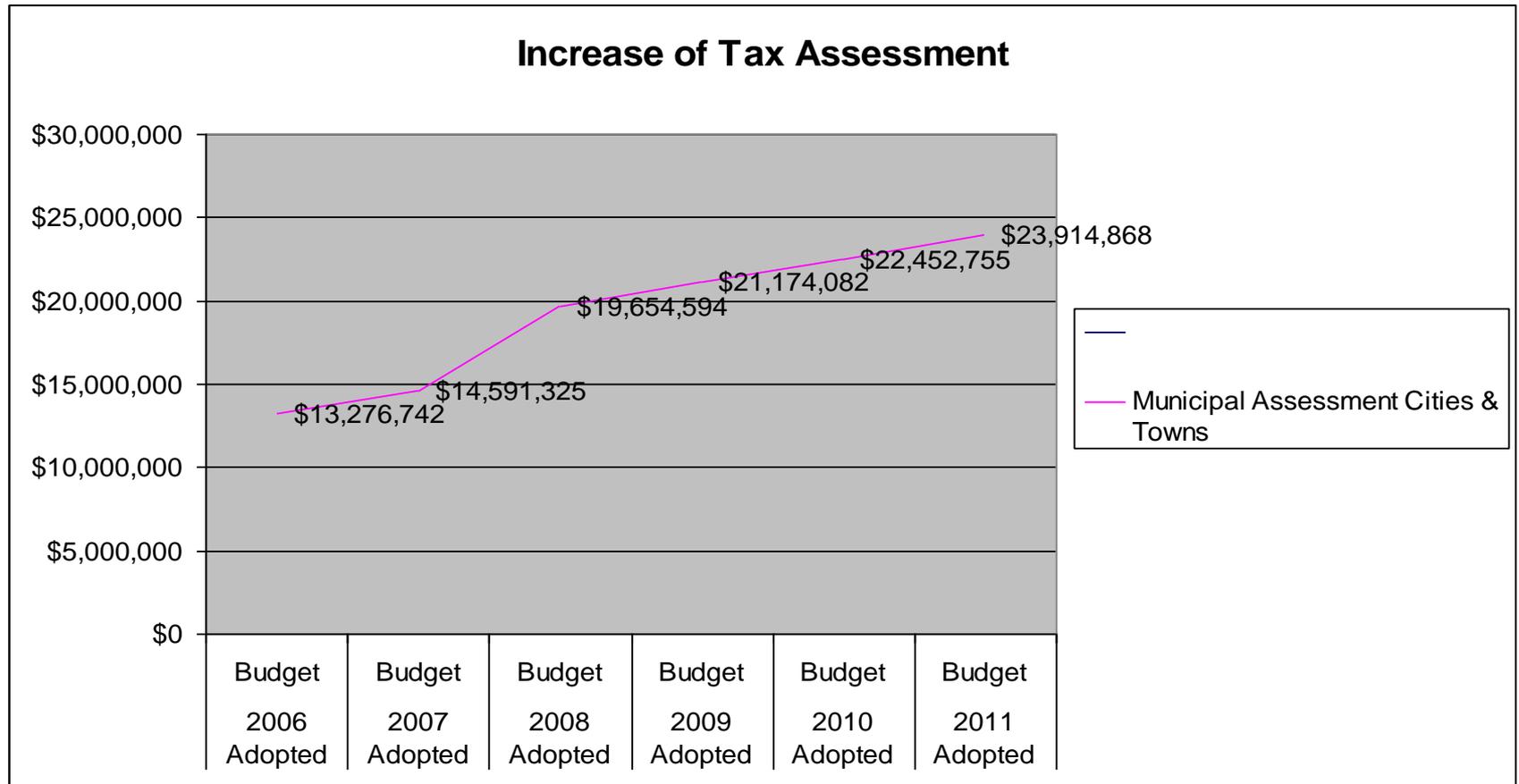
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# Count Budget Overall '06-'11

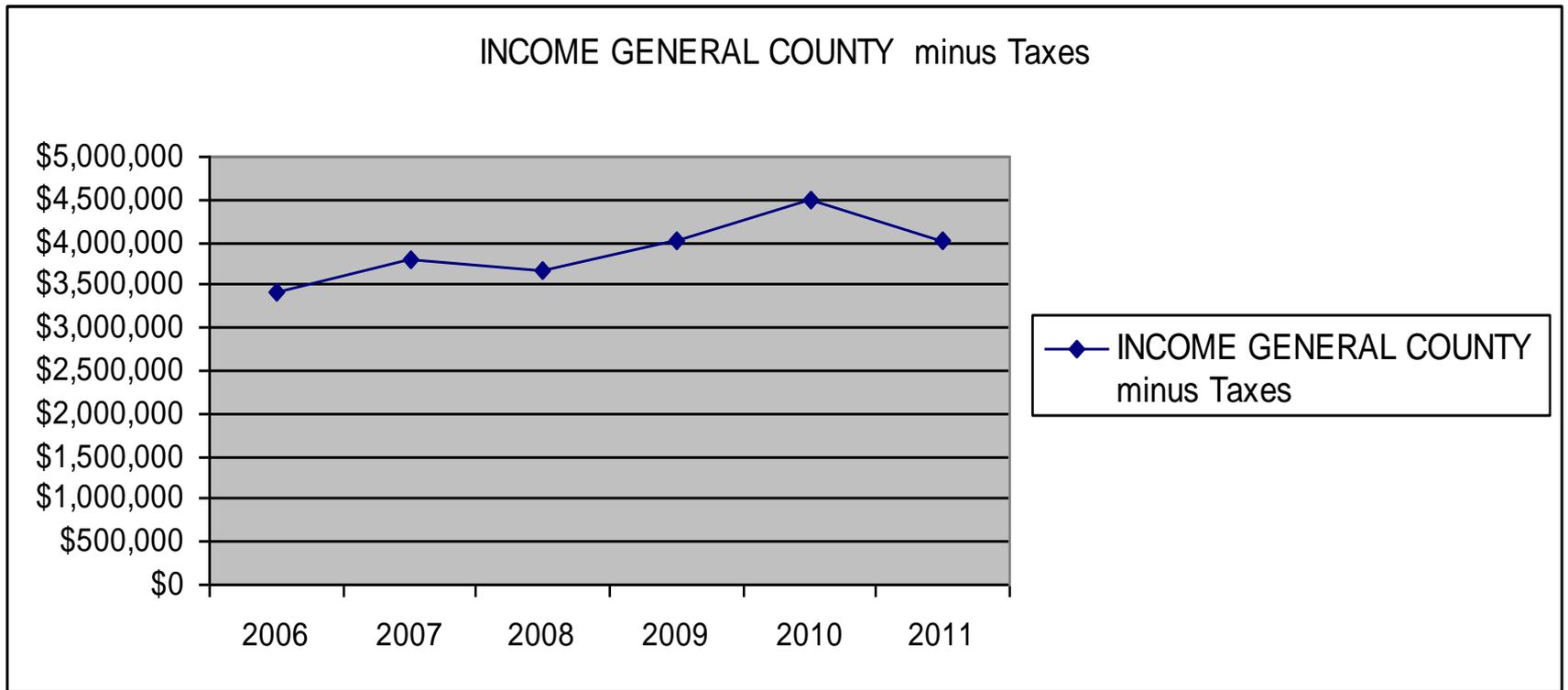


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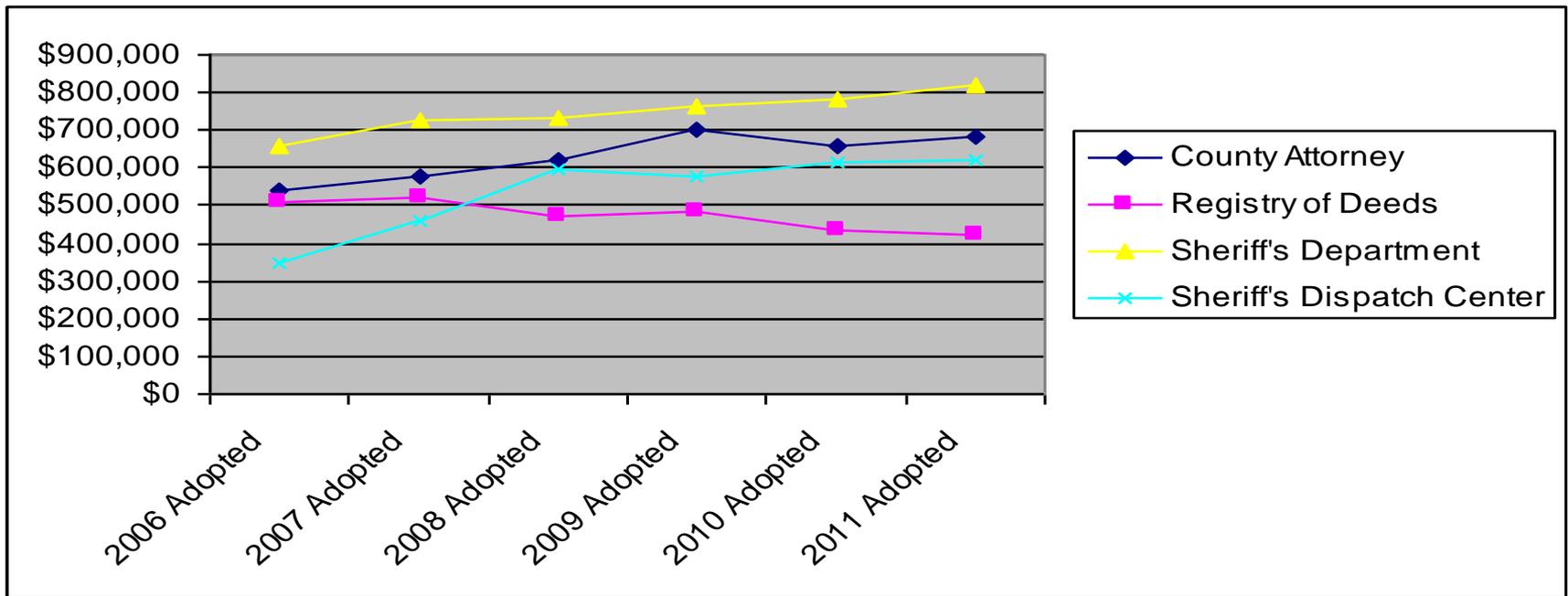


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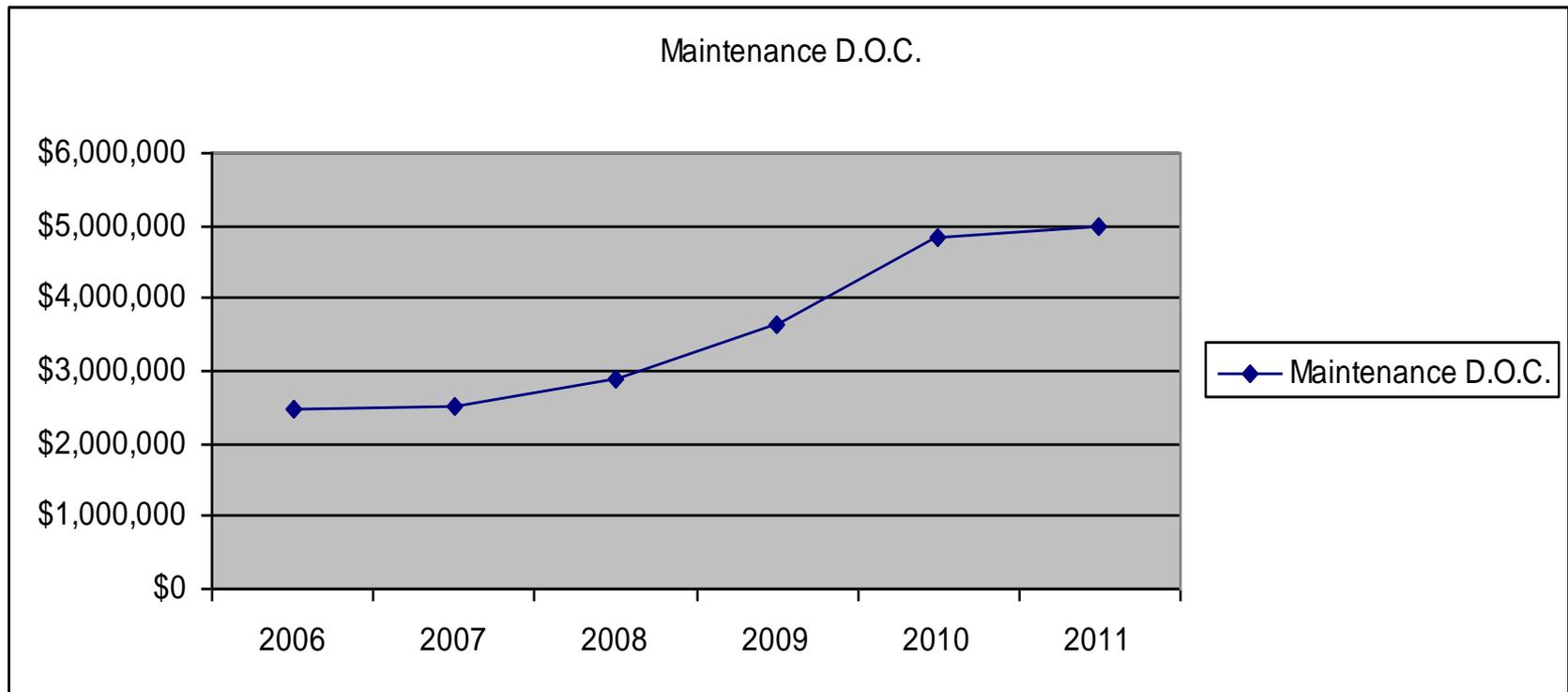
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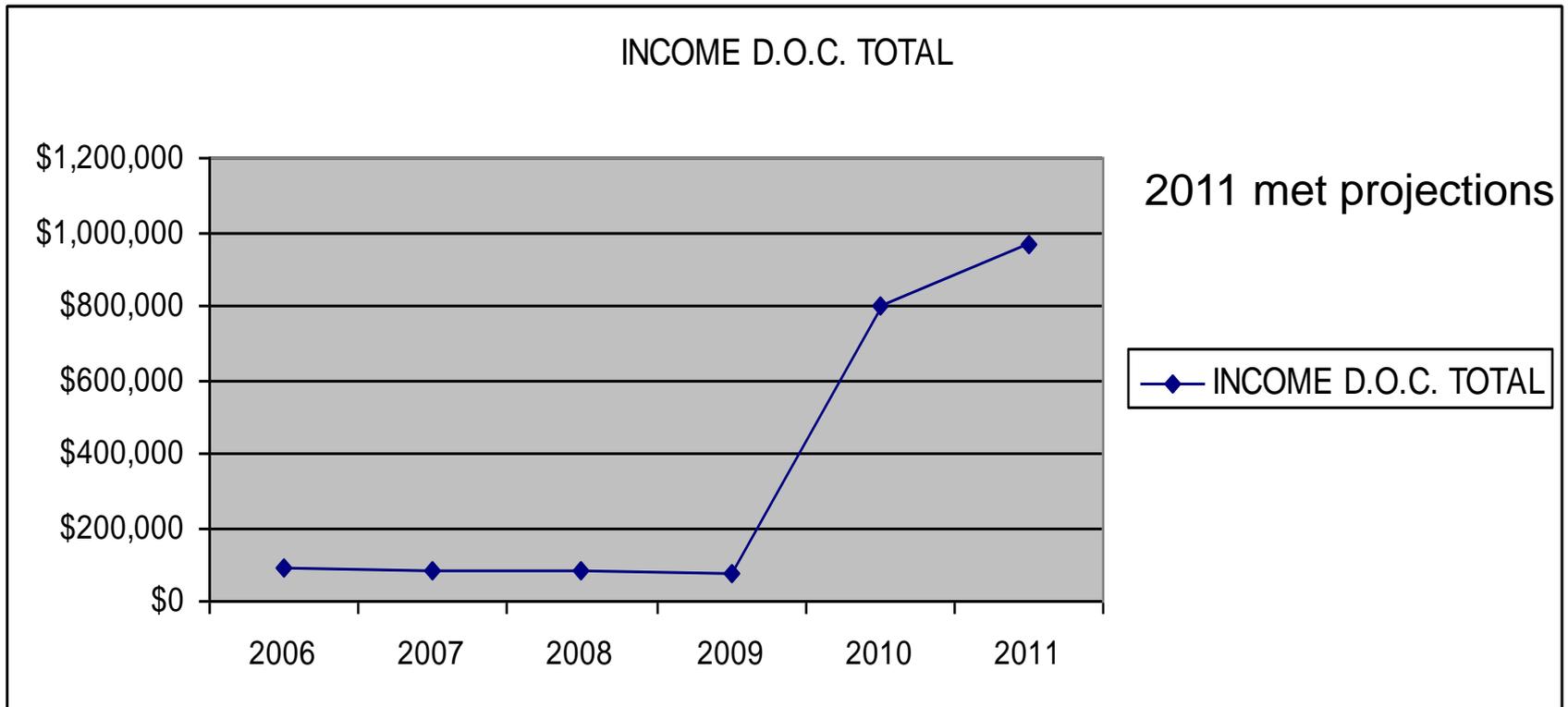
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\$2.49M to \$4.99 equals an increase of \$2.5M

# Department of Corrections Income

Offsets increase in operational cost

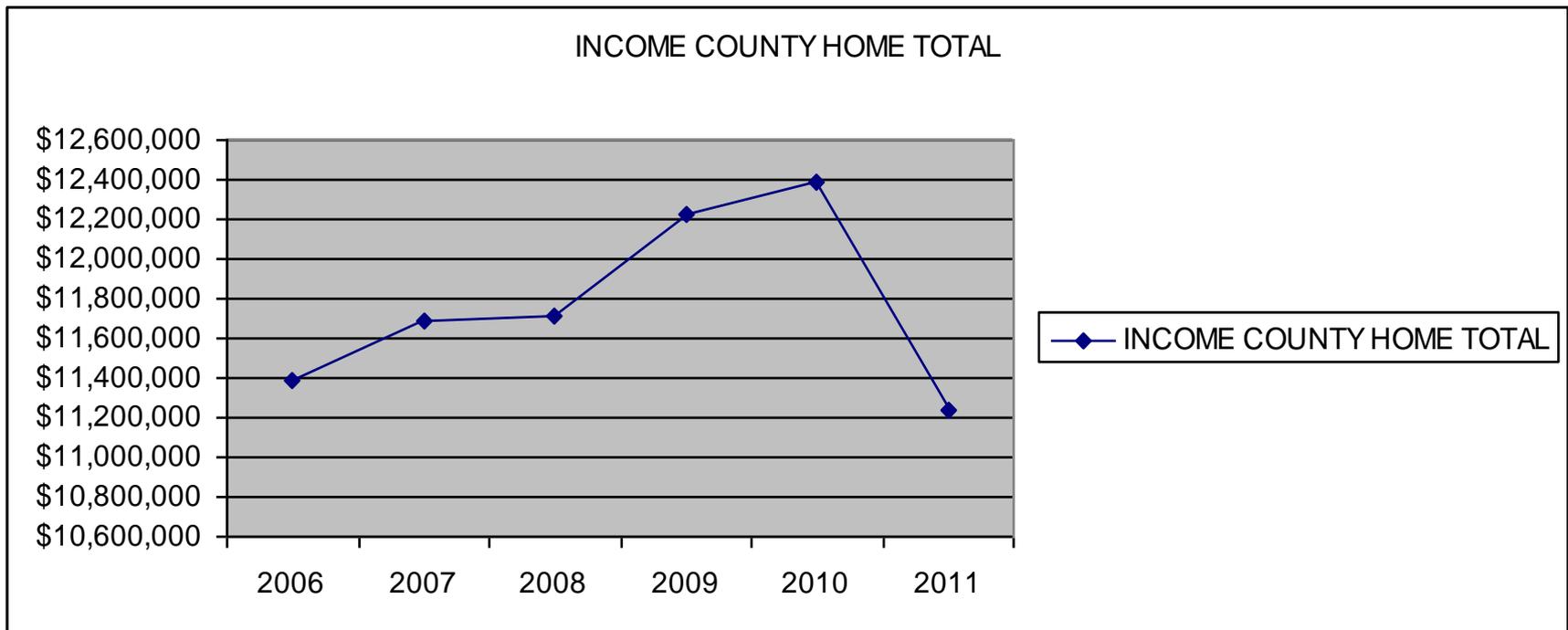




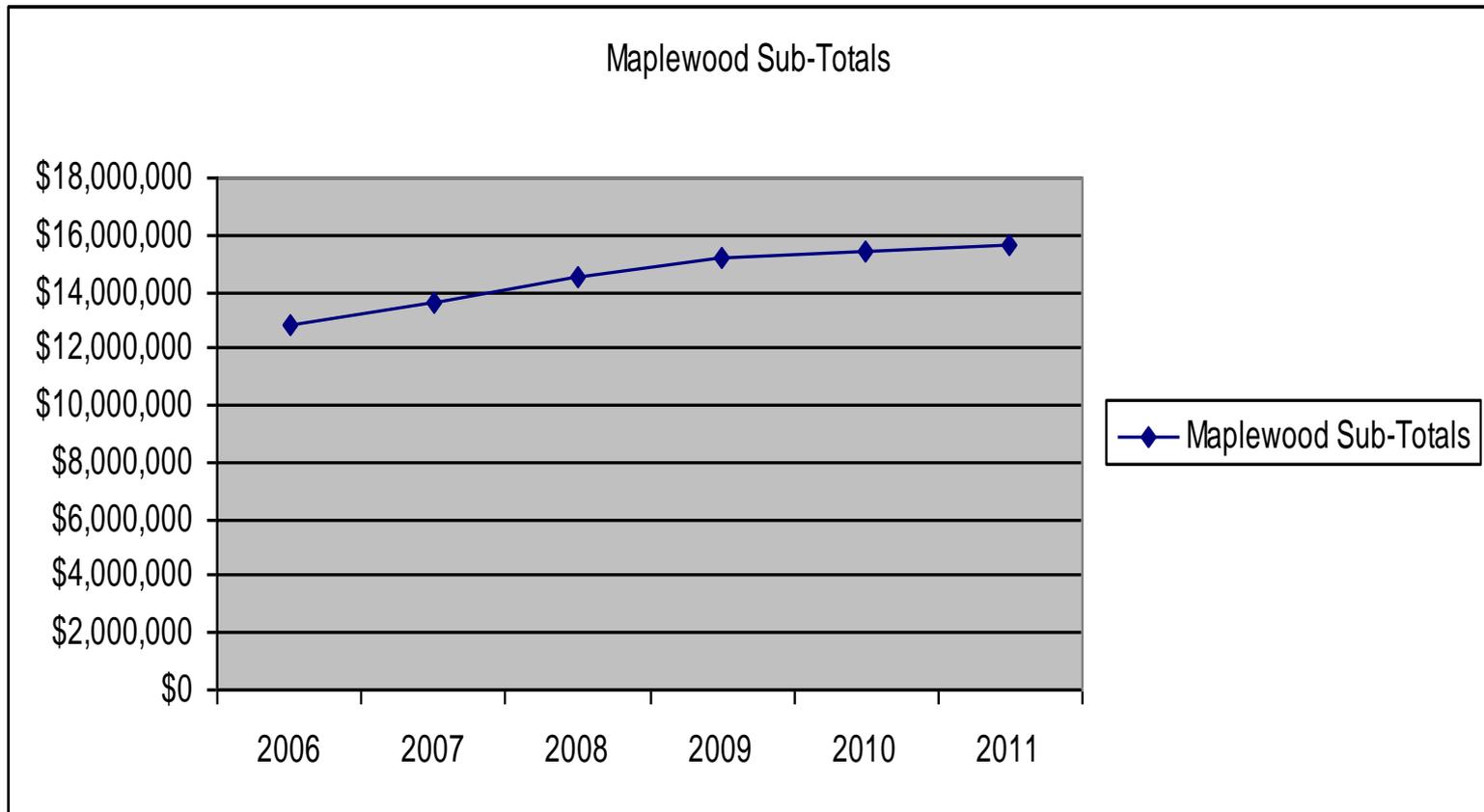
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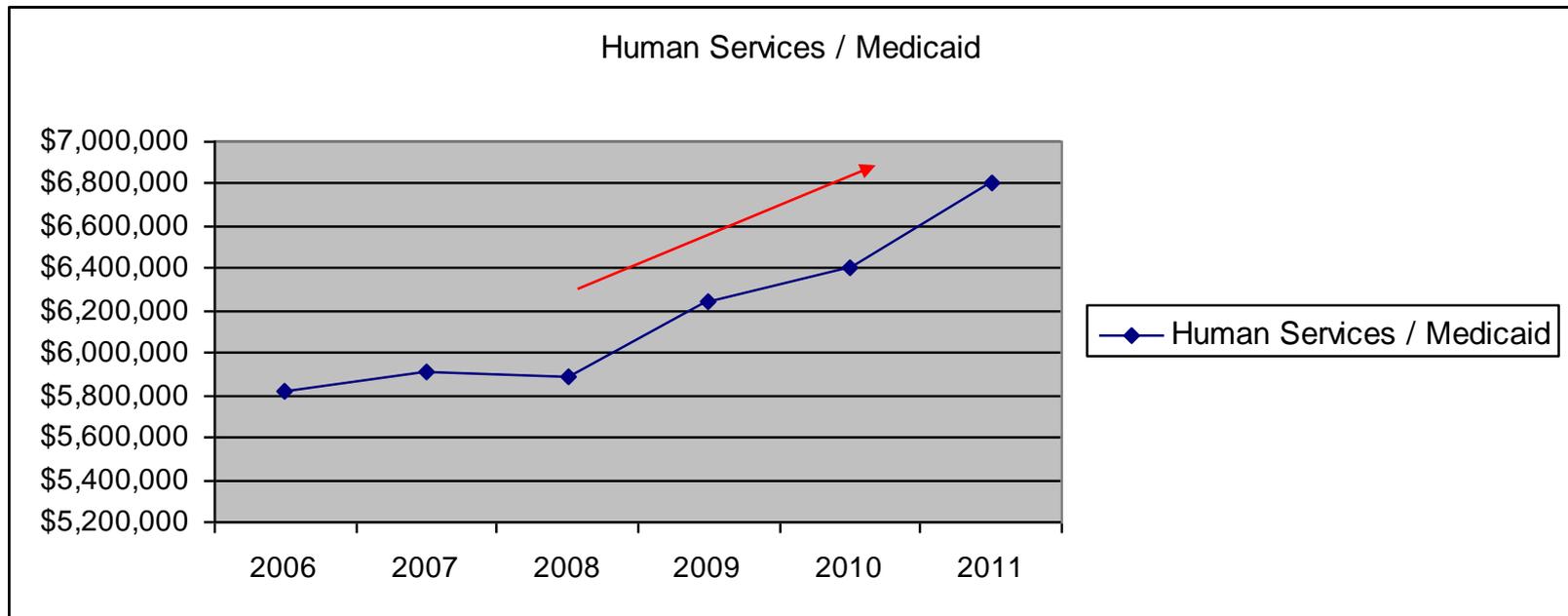


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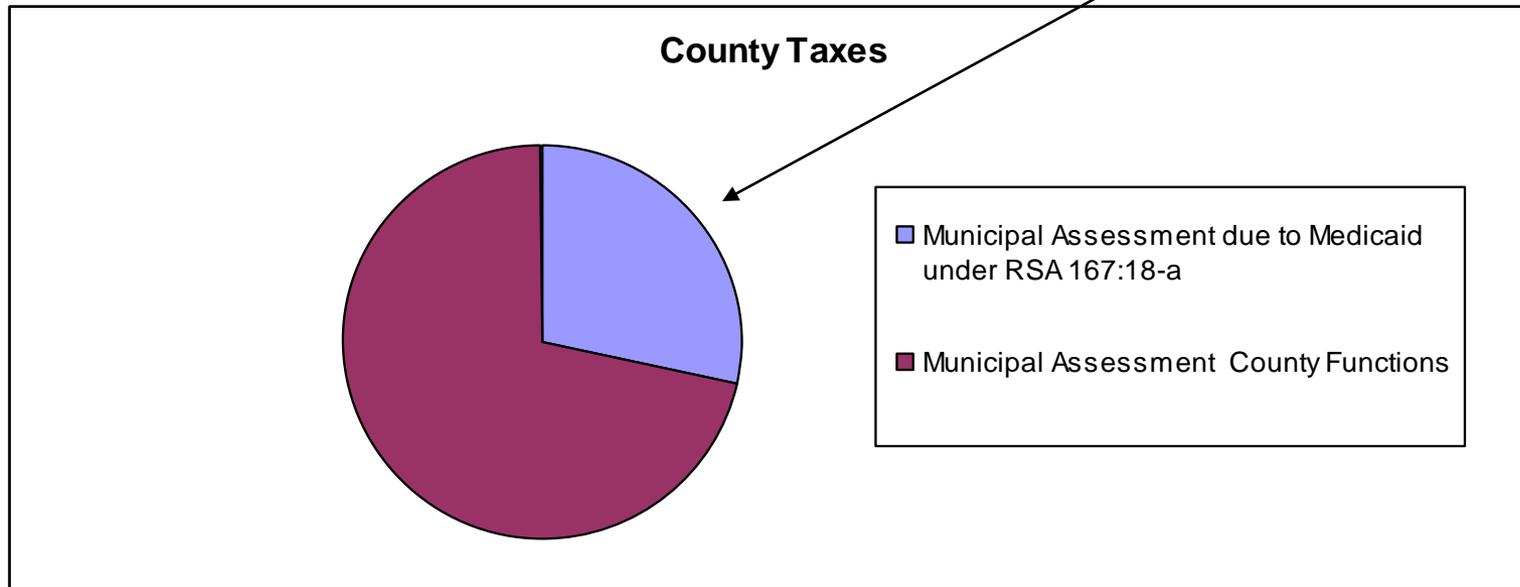
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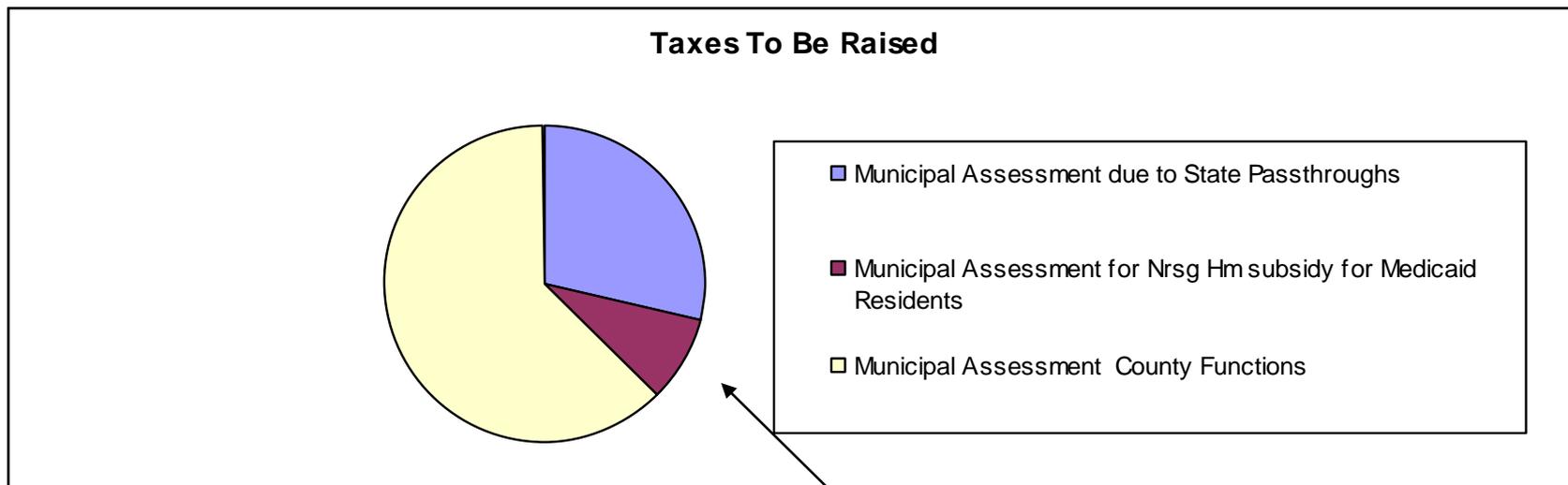
**28% of taxes to be raised**



# Property Tax Contribution / Complete Medicaid Impact

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- The cost of services in 2011 was \$270 ea. day vs. \$170 payment per day
- The difference is calculated as part of the Property Tax

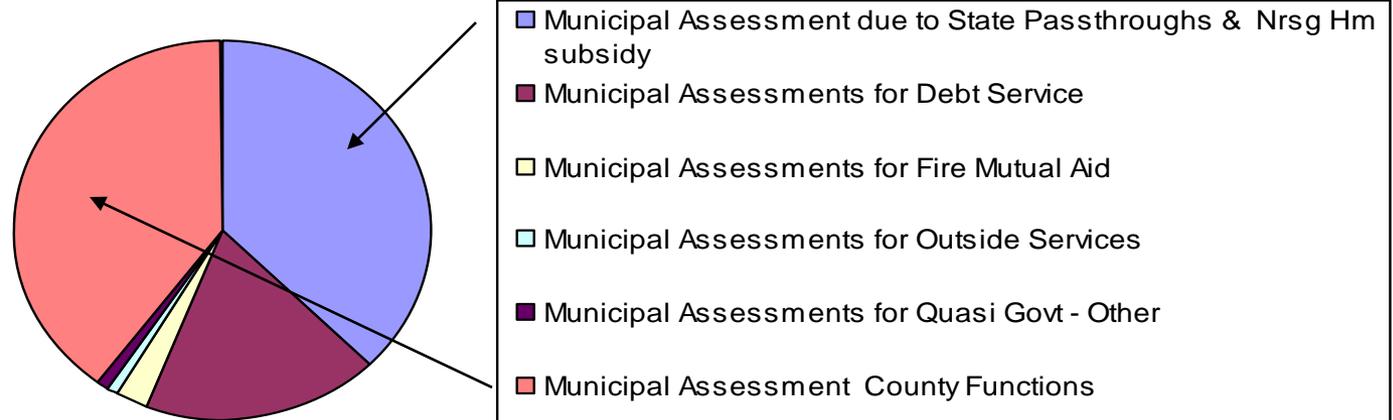


**Nursing Home Subsidy is an additional 9% of the Property tax figure**

# Property Tax Contribution: Medicaid vs. Services

- Cheshire County is also the fiscal agent for several other programs
  - Fire Mutual Aid in 2011
  - Outside Services performed by MFS and others
  - Regional Prosecutor Program paid for by individual Towns
  - UNH Extension Program

**Medicaid compared to County Functions and Outside Services**

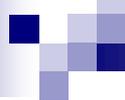


**Total taxes to be raised for County Operations is equal to Medicaid 39%/38%**



# Medicaid pressure on County services

- County services are under increasing pressure.
- Services includes discretionary and non-discretionary programs.
- Discretionary programs are piloted to address community needs
  - Discretionary programs start as pilot programs and can grow beyond the County's umbrella
  - Cheshire County pilot programs examples:
    - Fire Mutual Aid
    - Drug Take Back Program
    - Alternative Sentencing



# Budget Crossroads 2012

- The County's basic services will endure further cuts if discretionary programs continue to take money away from mandatory programs.
- The County has not budgeted necessary Capital Reserve (Rainy Day) funds for over a decade. The combination of discretionary program funding, Medicaid, and the lack of fiscal planning is a serious issue going forward.

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, March 19, 2012**  
**33 West Street, Keene, NH**

**PRESENT:** Representatives Butynski; Emerson, Chase, Hawkes, Hunt, Johnson, (Jane), Leraudeau, Meader, Moore, R., Sad, Sterling, Tatro, Weber, Commissioners Pratt, Patt and Zerba, Administrator Wozmak, Finance Director Trombly, Grant Specialist Desrosiers, County Attorney Heed, Sheriff Foote, Registrar of Deeds Hubal, and Project Manager Bouchard

**ABSENT:** None

Chairman Hunt opened the meeting at 09:01AM

Chairman Hunt distributed a budget reduction printout from the Sheriff that shows a total reduction of \$45,000.00 from the Sheriff's Department that meets the request of the Executive Delegation.

The Sheriff spoke to the cuts and explained how the savings were achieved. One of cuts discussed was the reduction of gasoline expenses by \$3,112.00 and the current cost of gas. The Sheriff explained that with the better gas mileage of the new vehicles he was able to get through ARRA funds this year coupled with purchasing gasoline through the State contract he believed that the cut could be met.

The Executive Committee then turned to the Alternative Sentencing budget and Rep. Butynski provided handouts on the Alternative Sentencing program that showed projections of anticipated savings to the County by preventing people from being incarcerated. The handout featured quotes from the National Conference of State Representatives, the Federal Government Accountability Office, and the Center on Addiction and Substance Abuse from Columbia University all spoke to the cost benefit of Drug Courts and Alternative Sentencing like programs for the communities they serve.

Several of the Representatives spoke to the impact that closing the program down would have on families and the community social service agencies. The common message was that ultimately more costs would be placed on the County, not fewer, if the program were terminated.

The discussion then turned to the use of ProShare funds and their used in the 2012 budget. Commissioner Patt pointed out that all of the anticipated \$300,000.00 ProShare funds for 2012 have been allocated to the current budget and if the Medicaid reimbursement rate from the State does not increase in July as hoped for, there will be a \$176,000.00 shortfall in the 2012 budget. He stated that it is even possible that the current rate could be cut further creating an even larger budget deficit.

Rep Butynski then asked what the Commissioners were proposing for funding the Alternative Sentencing program that did not use ProShare funds. Administrator Wozmak said that the Commissioners maintain that their proposed budget should move forward. However, based on the request that the Commissioners had received from the Executive Committee they were proposing to further reduce funding from outside agencies and reallocate funds so that \$128,921.00 could be applied to the program.

Rep. Tatro asked if anything was done to reduce the rent that the program is currently paying and Administrator Wozmak said that he had been in contact with the landlord and had discussed reducing the rent by 50%. Those negotiations continue.

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, March 19, 2012**  
**33 West Street, Keene, NH**

Rep. Hawkes questioned if the proposed cuts to outside agencies would affect the survivability of the any agencies. The financial state of several agencies was discussed however no definitive answers were able to be reached. Commissioner Pratt spoke to the concern that he has over either further use of ProShare or additional reductions in outside agencies.

An extended discussion began and Rep. Weber moved to restore \$10,000 to the budget from funds to be removed from outside agencies but the motion was not seconded as Rep Butynski asked for further discussion on the motion. After lengthy deliberations, **Rep. Butynski moved to allocate additional ProShare funds in the amount of \$30,000.00 to the Commissioners proposed budget for the Alternative Sentencing program for a new total of \$158,921.00 added back to the program. The motion was seconded by Rep. Hawkes. Upon vote, the motion passed with nine yeas and four nay votes.**

Rep. Butynski then moved to add an additional \$30,000.00 from ProShare funds to the Alternative Sentencing program, which would restore all the funds cut by the Commissioners. Commissioner Pratt interjected that \$30,000.00 could not fund an additional position. Rep. Butynski said that he would leave the decision of what could be done with the funds to the program director and the Commissioners. Rep Hunt then spoke to his reasons for not increasing funding beyond the \$158,921.00 level. Discussion continued and Rep. Butynski reiterated his belief that the program actually saves the County money in the long run. Rep. Butynski's motion failed for lack of a second.

**Rep. Weber then made a motion to recommend the Executive Committee's budget of \$40,489,393 to the full delegation for their consideration and approval. Upon vote the motion passed unanimously.** The amounts to be raised by taxes would be \$16,405,182 for the operating and capital budget of the county, plus \$6,730,498 for that amount that represents the Medicaid pass-through.

The Executive Committee then took up the bi-annual review of the elected official's salary. The committee was presented with salaries of elected officials from other counties in the state as a benchmark and a discussion began among the representatives and between the representatives and Sheriff Foote and Registrar of Deeds Hubal. The Register of Deeds had requested a \$10,000 increase in her salary. No other specific requests were received. There was discussion about a 5% increase as well as a 7% increase given that four years has passed since the last increase and that these rates will stand for another two years. After much deliberation **Rep. Sad moved to increase the Elected Officials salaries by three percent (3%) to begin January 2013. The motion was seconded by Rep. Butynski and upon vote passed 9 to 4.**

**There being no further business to discuss the Chairman Hunt moved to adjourn the meeting. The motion passed unanimously.**

Respectfully Submitted,

Jane Johnson, Clerk

**MINUTES**  
**Cheshire County Executive Committee Meeting**  
**Monday, June 4, 2012 7:00 PM**  
**Grand Jury Room, County Courthouse**  
**12 Court Street, Keene, NH**

**PRESENT:** Representatives Butynski; Hunt, Johnson, (Jane), Leraudeau, Moore, R., Sterling, Tatro, Weber, Meader, Commissioners Pratt, Patt and Zerba, Administrator Wozmak, Finance Director Trombly, and Project Manager Bouchard

**ABSENT:** Representatives Emerson, Hawkes, Sad

The Executive delegation convened for the first quarter County budget review for 2012.

Rep. Hunt opened the meeting at 7:07PM

Finance Director Trombly presented the first quarter budget status for 2012 and submitted the following:

At the end of the first quarter (March 31), expenses are on target-with a combined excess of \$256,869 after adjusting for major items that have not been expended due to timing. Overall county expenses are estimated at 75.31% remaining with Maplewood at 76.26% remaining. As of March 31, 2012, budget balances should be at approximately 75% remaining.

At the end of the first quarter, revenues adjusted for the tax collection pattern, are 75.21% overall for the county remaining and Nursing Home revenues at 76.99% remaining. As revenues should also be around 75% remaining, this indicates that revenues are nearly on target for General County but are falling short for the Nursing Home. The totals combined amounts to a shortage of approximately \$275,361.

A discussion of the cost of running Maplewood nursing home began and Rep. Butynski spoke to the low rating of Maplewood on the Medicare website and this led him to contact the head of a state agency who has knowledge of the nursing home quality rating system. Butynski said that this agency director said the rating was misleading for a number of reasons and that he (the agency director) was very positive about Maplewood's quality.

Speaking further about the Maplewood issue raised by Rep. Butynski, Administrator Wozmak spoke about an investigation and staff change within the licensing and surveying department of the state that resulted in two employees being removed from employment. This was a welcome investigation and a major issue for the several county-operated homes that had experienced a (alleged) deliberate pattern of bad surveys that the facility administrators felt was unjust. There was an (alleged) animus against the county homes, hence the investigation. With the removal of certain state employees, we expect the fairness of surveys to improve. Rep. Butynski said he appreciated hearing the whole story and felt it was important for the other State Representatives to be aware of this issue.

Administrator Wozmak and Project Manager Bouchard presented an overview of the Blood Farm at the request of the Executive Committee. The purpose of the overview was to bring forward previous discussion concerning the possible sale of the Blood Farm property. After extended discussion a decision to table the discussion until more clarity was obtained regarding the long-term use of the farm and former jail building and the impact that selling the Blood Farm might have on the current farmland lease. In addition, Commissioner Patt underscored that currently the Blood Farm house rental covers the cost of taxes and that this property is not a burden upon the taxpayer.

**MINUTES**  
**Cheshire County Executive Committee Meeting**  
**Monday, June 4, 2012 7:00 PM**  
**Grand Jury Room, County Courthouse**  
**12 Court Street, Keene, NH**

There was discussion about the fact that there are two separate capital reserve funds that used to be used to fund the county dairy operation. Given that we are no longer operating the farm, it was recommended by the Commissioners to consolidate these two capital funds into one fund as a matter of convenience and ease of administration. Rep. Weber then made the following motion; **“To accept the recommendation of the County Commissioners to consolidate the Farm Equipment Capital Reserve account in the amount of \$73,668.68 and the Farm Buildings Capital Reserve account of \$26,781.52 to form one Capital Reserve account in the amount of \$99,791.52 to be entitled “Farm Capital Reserve Account”.**”  
**The motion was seconded by Rep. Sterling and upon vote passed with 9 Yea’s, 0 Nay’s.**

Administrator Wozmak and Project Manager Bouchard then informed the Executive Committee that they were prepared to make a presentation on the Latchis Theater building. Due to a conflict of interest, Rep. Jane Johnson left the meeting prior to the Wozmak and Bouchard presentation. The presentation covered multiple financial scenarios on converting the Latchis property into a County parking lot. The session began with the Delegation Chair, Rep. Weber advising all representatives that due to the serious potential conflict regarding bids that have been submitted related to the disposition of the Latchis, that no representative should discuss the specifics of this meeting to anyone outside this group.

The lot is needed in order to provide parking for county needs, especially before we begin construction of the new Courthouse scheduled to begin sometime in the fall of 2012. The present Winter Street parking lot adjunct to the existing Courthouse will be the site of the new Courthouse and 84 parking spaces will be lost during construction. Once construction is complete, approximately 38 spaces will be restored, leaving need for additional, replacement, parking. This will require the addition of at least 25 – 30 parking spaces in the immediate vicinity of 12 Court Street and 33 West Street. Four scenarios were presented to the Executive Committee detailing the short and long-term costs and benefits of a sale of the property as well as the cost/benefit of retaining the property for the county to develop and operate as a parking lot for county business. The Commissioners said that it appeared from the cost/benefit analysis that the best economic scenario was one where the county retained ownership of the land and invested the necessary funds to develop it into parking. There was extensive discussion about the prospects and consequences of simply selling the land to the highest bidder or working with the City of Keene to incorporate this into a parking system. After discussion it was decided to bring the discussion of the disposition of the Theater forward to the full delegation at an August 2012 meeting to be scheduled with the consensus that the county would retain ownership, demolish the building and create parking for county use. Rep. Hunt wanted it to be clear that if non-county people were to use this parking area, that the Commissioners examine the fees that could be charged for such use.

**There being no further business scheduled Chair Hunt made a motion to adjourn at 8:17PM and the motion was seconded by Rep. Weber. Upon vote the motion passed unanimously.**

Respectfully Submitted,

Delegation Chair Rep. Weber, Clerk Pro Tempore

**MINUTES**  
**Cheshire County Executive Committee Meeting**  
**Monday, August 20, 2012 6:30 PM**  
**Grand Jury Room, County Courthouse**  
**12 Court Street, Keene, NH**

**PRESENT:** Representatives Hunt, Johnson, (Jane), Lerandean, Sad, Sterling, Tatro, Weber, Meader, Commissioners Pratt, Patt and Zerba, Administrator Wozmak, Finance Director Trombly, and Project Manager Bouchard

**ABSENT:** Representatives Butynski, Emerson, Hawkes, Moore, R.

Rep. Hunt opened the Executive delegation meeting at 6:30PM for the purpose of;

1. Conducting the second quarter County budget review for 2012
2. Discuss amendments to the 2012 budget.
3. To discuss the disposition of the county-owned (former) Latchis Theater in Keene, NH.
4. To discuss two grant opportunities involving the Courthouse and Maplewood Water Plant.
5. To discuss and vote on certain capital reserve allocations.
6. Discuss any other matters that come before the Committee.

Finance Director Trombly presented the second quarter budget review and reviewed the 2012 Proshare recommendations from the Commissioners including allocations for the demolition of the Latchis Theater, two matching grant opportunities involving the Courthouse and a backup generator for the Maplewood water plant, and the placing of funds into a capital reserve account for repairs at the nursing home.

Rep. Hunt asked a question concerning the mix of Medicaid vs. private pay at the nursing home and Director Trombly responded with the approximate ratios.

A number of questions were asked by the Representatives concerning the impact on the nursing home and at the Department of Corrections due to declining census and a discussion began about the number of residents that could be served if one of the nursing home floors was closed.

Administrator Wozmak briefly outlined a broad range of options that could be considered to bring the overall deficit down at the nursing home including shrinking the size of the current operation.

It was agreed that more specific data was needed before making any decisions and Administrator Wozmak stated that the nursing home study currently underway will be the catalyst for creating the options to be presented to the delegation for their consideration.

A discussion began around the Commissioners recommendations of Proshare fund allocations for the 2013 budget and the amounts allocated to general capital reserves for the nursing home was discussed at some length.

After completing a review of the Commissioners recommendations, **Rep Weber moved to recommend the Commissioners plan as presented to the full delegation. The motion was seconded.**

Rep. Hunt spoke to allocating some portion of the budget allocations to tax reduction and put forth his desire to allocate capital reserve funds to specific line items.

**MINUTES**  
**Cheshire County Executive Committee Meeting**  
**Monday, August 20, 2012 6:30 PM**  
**Grand Jury Room, County Courthouse**  
**12 Court Street, Keene, NH**

**Rep. Weber voiced support for the Commissioners budget as presented and upon vote the motion to recommend the Commissioners budget to the full delegation was passed.**

**At 7:02PM there being no further business for the Executive Committee to consider, the meeting was adjourned.**

Respectfully Submitted,  
Jane Johnson, Clerk

**MINUTES**  
**Cheshire County Executive Committee**  
**Monday, December 10, 2012 – 7:45 PM**  
**12 Court Street, Keene, NH**

**PRESENT:** Representatives Hunt, Eaton, Robertson, Butynski, Johnson, Sad, Tatro, Berch, Mann, and Weed, Commissioners Pratt, Zerba, and Patt; Administrator Wozmak, Assistant Finance Director Hall, Treasurer Parker, and Project Manager Bouchard

**ABSENT:** Representatives Emerson

At 7:46PM Chairman Hunt called the Executive Meeting to order.

**Rep. Tatro moved to nominate Rep. Hunt as Chair of the Executive Committee. No other nominations were forthcoming. Upon a roll call vote, Rep. Hunt was elected Chair unanimously.**

**Rep. Eaton was then nominated for vice-chair and Rep. Sad seconded the motion. There being no other nominations, upon a roll call vote Rep. Eaton was elected as vice-chair unanimously.**

**Rep. Sad was then nominated as Clerk of the Executive Committee, seconded by Rep Eaton. Upon a roll call vote, Rep. Sad was elected as Clerk unanimously.**

The committee then undertook a general discussion of the Maplewood Nursing home status and Administrator Wozmak discussed the MNH deficit and how the downshifting of Medicaid cut backs has widened the deficit over the years. He stated that MNH has become the nursing home of last resort for many individuals in the County. He stated a report regarding the nursing home would be forthcoming.

The Executive Committee then took-up a discussion of the 2013 Budget review schedule and it was decided that the first meeting would take place on Monday January 7, 2013 at 9:00AM at the Department of Corrections training room. A complete schedule will sent out by the Director of Finance once it is ready. The goal is for the Executive Committee to complete their review of the budget by the end of February and to present it to the full delegation in March for approval.

**Rep. Eaton made a motion to authorize the Treasurer of the County of Cheshire, upon request of the Cheshire County Board of Commissioners to borrow in anticipation of taxes an amount not to exceed \$24 million dollars for the 2013 budget year, January 1, 2013 to December 31, 2013. Rep. Berch seconded the motion. Upon roll call vote, the motion passed unanimously with nine (9) Yea's and zero (0) Nay's.**

There being no other business to conduct, Rep. Eaton moved to adjourn the meeting and upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk