

MINUTES

Cheshire County Delegation Meeting

Monday, March 21, 2022, 7:00 PM

County Hall

This meeting will be conducted in person and electronically.

Conference Call Information

Phone Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803

Pin #: 6031233

Present: Representatives Hunt, Eaton, Weber, Ames, Berch, Maneval, Abbott, Bordenet, Fenton, Von Plinsky, Gomarlo, Welkowitz, Fox, Parshall, Qualey, Santonastaso, Rhodes, Toll, and Faulkner.

Absent: Representatives Harvey, Mann, Kilanski, and Shapiro.

Commissioners: Jack Wozmak and Terry Clark.

Staff: County Administrator Coates, Finance Director Trombly, Assistant County Administrator Bouchard, Assistant Finance Director Hall, Nursing Home Administrator Kindopp.

Guest(s):

At 7:05 PM, Representative Eaton opened the meeting, and County Administrator Coates conducted a roll-call of the Delegates attending the meeting.

Responding as present were Representatives Hunt, Eaton, Weber, Ames, Berch, Maneval, Abbott, Bordenet, Fenton, Von Plinsky, Gomarlo, Welkowitz, Fox, Parshall, Qualey, Santonastaso, Rhodes, Toll, and Faulkner

The first item of business on the agenda was to review and ratify the Sheriff and Department of Corrections Collective Bargaining Agreements.

Trombly explained the details of the contracts and reviewed the financial impacts for the thirty-six months of the agreements.

Coates presented an overview of the proposed agreement and answered questions about the details of the final contract. **Following discussions representative, Tole moved to accept and ratify the collective bargaining agreement effective April 1, 2022, through March 31, 2025, for the Cheshire County Sheriff's department, and representative Fenton seconded the motion. Upon roll call vote, the motion passed 18-0.**

Representative Rhodes then moved to accept the contracts and ratify the collective bargaining agreement effective April 1, 2022, through March 31, 2025, for the Cheshire County Department of Corrections and representative Bordenet seconded the motion. Upon roll call vote, the motion passed 18-0.

Representative Eaton presented a motion for consideration to increase the Fees of the Sheriffs and Deputy Sheriffs by 1% effective July 1, 2022, as per RSA 104:3. The motion was moved by representative Hunt and seconded by representative Weber.

Following discussion, a roll call vote was taken, and the motion passed unanimously 19-0.

Coates was then recognized for a presentation on the American Rescue Plan Act Funds (ARPA) anticipated second round of funding. Coates said that the previous funding tranche is complete and that the second payment will be received in June or July of this year.

He outlined how the first round of funds was used and listed funding for the Energy upgrade project, completion of campus projects at the Maplewood nursing home, the funding for the EMS department startup, funds distributed to the towns, and the city of Keene, and other expenses.

He then addressed the proposed use of the second round of funding. He said that the monies would be used for the startup of the EMS department, replacement of the forty-two-year-old County Hall generator, interior renovation of Delegation Hall, the installation of an adequate audio and video system for public meetings in the Delegation meeting room, funding for the development of medical training programs in concert with Cheshire Medical Center and Keene State College, funding support to towns for broadband installation and economic development, funding for Lifeguard training programs to enable towns to open or reopen town swimming pools, funding for mental health programs and support for several County Arts programs.

He also said that funds would be made available to support further Broadband installation for smaller towns through programs run by the Southwest Regional Planning Commission and funding for employee support and retention programs.

Coates responded to several questions from the representatives and provided them with the details of some specific projected allocations.

A complete list of the current use and anticipated funding of the American Rescue Plan Act funds will be posted on the County website in the coming weeks. <https://co.cheshire.nh.us>

Representative Paul Berch was then enthusiastically welcomed back to the delegation's meeting after being out due to a health issue for an extended period.

The next agenda item that was taken up for consideration was to receive information on a project to upgrade the Infrastructure for the Cheshire County Sheriff Dispatch Department.

The following information was supplied by the Sheriff's Department in support of the project.

Project Description: Enhancement of operational capabilities of the Cheshire County Dispatch Radio system, including replacement of outdated/failing and unsupported and additional Radio System Equipment.

\$2,499,532 Total of radio system equipment, including engineering, installation, configuration, and optimization. For a total of 14 sites. The project adds one new site where radio coverage is lacking and an additional operator's console position at dispatch.

\$475,350 Civil work, i.e., microwave backhaul radios and alignment, antenna, cabling, lightning and grounding protection and installation to current industry standard, removal of the old system.

Total Project Cost \$2,974,882

The goal of this project is to have automatic failover and continuity of the Sheriff Dispatch 's critical first responder communications in rural Cheshire County.

As a result of this project, radio coverage and capacity will be increased, and its quality will be clear and seamless. Additionally, critical time-saving capabilities will be, increased and lengthy repair time and communication will be interruptions avoided.

The ultimate impact of this project is saving lives through increased community safety and security. The robust interoperability and seamless communications that this project will create are expected to provide immense peace of mind to residents of Cheshire County in the event that they are in need of first responders' help. In the most unfortunate event of a widespread disaster, first responders will be able to reliably communicate with each other and with dispatch. This project will ensure that Cheshire County Dispatch Center can dependably serve as the foundation of public safety communications. This project will save time, and in this line of work, saving time means saving lives.

Coates then spoke to the projected \$2.9M cost of the project, saying that Congressional funding for \$750K is being committed to the project, and other grants are being pursued that would bring the cost further down to approximately \$1.2M and potentially substantially less provided additional federal funding comes through as anticipated.

Sheriff Rivera said that the current system is near collapse and that there are no good options other than replacing the equipment. Representative Eaton strongly concurred that was indeed the situation and that it needs to be rectified.

The next item to be discussed was to review the Executive Committee's Proposed Budget for 2022.

Trombly then addressed all changes made by the Executive committee, which were mailed to all representatives. She pointed the members to the handout that showed further reductions. She discussed the impact on the budget for wage adjustments.

Representative Gomarlo moved to adopt the 2022 budget for \$69,487,730, and Representative Abbott seconded the motion. Upon roll call vote, the motion passed 16-3.

The next motion to be considered was to adopt 2022 taxes to be raised from the city and towns of the County in the amount of \$29,093,371. Representative Von Plinsky moved the

motion, and Representative Bordenet seconded it. Upon roll call vote, the motion passed 16-3.

The next agenda item to be considered was to set elected officials' salaries for 2023-2024. Representative Hunt moved to approve the following Elected Official's salary effective January 1, 2023, and Representative Berch seconded the motion.

The following was presented to the Delegation for review and discussion.

County Commissioners Chair - \$13,500 per year
County Commissioners, Vice-Chair and Clerk - \$12,000 per year
County Treasurer - \$1,500 per year
Register of Deeds - \$59,280 per year
County Attorney - \$98,800 per year
County Sheriff - \$59,280 per year

Following several questions addressed to the assembled members' satisfaction, a roll call vote was taken, and the motion passed 19-0.

At 7:44 PM Representative Fenton moved to enter a non-meeting pursuant to RSA 91-A:2, I (a) to review and discuss strategy or negotiations with respect to collective bargaining. Representative Eaton seconded the motion, and the non-meeting non-public commenced upon unanimous vote.

As a result of discussions during the non-public session, no decisions were made, and no vote was taken.

At 7:48 PM, the Delegation, upon roll call vote, moved to return to public session unanimously.

At 7:51 PM, representative Eaton moved to enter A non-public meeting pursuant to RSA 91-A:3, II(d) for the consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Representative Gomarlo seconded the motion, and upon roll call vote, the motion passed 19-0.

As a result of deliberations in the non-public session, no decisions were made, and no vote was taken.

At 8:23 PM, the assembled Delegation members voted unanimously to return to the public session.

Representative Fenton then presented the following motion for the authorization to purchase Real Estate for the Cheshire County EMS Services.

Motion to authorize the Cheshire County Commissioners to negotiate and execute a real estate Purchase and Sale Agreement with the owners of real estate located at 53 Monadnock Highway, Swanzey, NH, and to carry out the intent of the Agreement for the purchase of said real estate in an amount up to \$395,000 for the purpose of housing the Cheshire County EMS services.

Representative Eaton seconded the motion, and upon roll call vote, the motion passed 17-2.

At 8:23 PM, there being no other matters to come before the Delegation a unanimous voice vote was taken to conclude the meeting.

Respectfully submitted,

Representative Barry Faulkner, Clerk
Cheshire County Delegation

MINUTES
Cheshire County Delegation Meeting
Monday, August 10, 2022, 07:00 PM
County Hall Building
12 Court Street, Keene, NH 03431
This meeting will be conducted in person and electronically.

Conference Call Information
Phone Call-in Number: +1 646 558 8656
Meeting ID: 409 748 8803
Pin #: 6031233

Present: Representatives Eaton, Weber, Ames, Berch, Maneval, Abbott, Bordenet, Harvey, Fenton, Gomarlo, Faulkner, Schapiro, Parshall, Qualey, Rhodes.

Absent: Hunt, Mann, Von Plinsky, Welkowitz, Fox, Kilanski, Santonastaso, Toll.

Commissioners: Jack Wozmak, Terry Clark, Robert Englund

Staff: County Administrator Coates, Finance Director Trombly, Assistant Finance Director Hall, Nursing Home Administrator Kindopp

Guest(s):

The meeting was called to order by Rep. Eaton at 7:05 PM, and he read out the agenda for the meeting and then opened a public hearing and asked if there was any public input. Hearing none, the public hearing was closed at 7:07 PM.

Coates was recognized and presented the 2021 annual report to the Delegation member and read the following report dedication.

Dedication of the Annual Report

County Commissioners Dedicate this year's 2021 Cheshire County Annual Report to U.S. Senator Jeanne Shaheen, U.S. Senator Maggie Hassan, and Congresswoman Annie Kuster.

As County Commissioners for Cheshire County, one of the greatest honors is the dedication of the County's Annual Report.

This year the commissioners want to acknowledge U.S. Senator Jeanne Shaheen, U.S. Senator Maggie Hassan, and Congresswoman Annie Kuster for their tireless leadership, thoughtful advocacy, and continued guidance in confronting the multiple challenges posed by COVID-19 in 2021.

Their support during the early stages of the COVID-19 Pandemic was critical as we walked down the unknown path of this virus. Their guidance on obtaining Personal Protective Equipment (PPE), understanding Treasury rules, and the ever-changing CDC guidelines helped us navigate the COVID storm.

Our Congressional leaders know that local governments understand their communities and provide many of the essential services relied on by their constituents. Focusing relief on those areas yielded effective, critical, and lasting results as we transition out of the pandemic and to a new normal.

But it has been their tireless advocacy that truly has made the difference; when we needed their collective voices, they were there. This advocacy will be the legacy that will be a lasting impact on the citizens of Cheshire County.

The County advocated for the passage of federal assistance, and our Congressional Delegation brought our voice to Washington and won the passage of the American Rescue Plan Act (“ARPA”), further evidence that our Federal Delegation understood the critical crisis that their communities were facing, and they delivered the needed funding.

As a result of ARPA funding, Cheshire County will receive a total of \$14,778,619, with half received and distributed in 2021 and the remaining funding to be received in mid-2022.

To date, this funding allowed us to spend \$1 million on the 22 towns and the City of Keene; \$1 million went to small businesses and non-profits struggling due to the pandemic, and it offset a \$1 million over-run of construction costs at Maplewood Nursing Home directly related to COVID-19, and finally, it allowed us to raise the starting wage for all employees to at least \$15.00 dollars an hour.

Additionally, \$3.8 Million went for a County EMS service, \$250,000 for a new generator attached to 12 Court Street and the Sheriff’s Dispatch Center, and many other critical needs were supported by this funding.

At a time when Cheshire County’s economic balance was in doubt and the health and wellbeing of the citizens were in question, our Federal Delegation has continued to walk with the County through this COVID-19 journey.

Cheshire County Commissioners want to recognize Senator Shaheen, Senator Hassan, and Congresswoman Kuster and thank them on behalf of the citizens of Cheshire County.

Coates presented the Senators’ and Congresswoman’s office representatives with the letter read for the dedication.

Following the Dedication, Rep. Eaton recognized Rep. Rhodes, who moved to approve a Capital Lease pursuant to the provisions of NH RSA 33:7-e in an amount not to exceed \$1,849,732 for the purpose of upgrades to the Sheriff Dispatch Infrastructure that involves investment in equipment that is over 20 years old and is failing. And to further recommend authorizing the County Commissioners to enter into a lease purchase contract of no more than five years with a non-appropriation clause and execute any documents related thereto. Rep. Weber. Seconded the motion.

Trombly provided information regarding the lease, noting that this an up to the amount. Multiple funding sources are being sought, and hopefully, the amount needed is less than this amount. If

all of the funding sources come, in, such as grants and federal budget appropriations, then there will be no need to borrow any funds.

Following discussions and upon Roll Call vote, the motion passed unanimously. 15 Yay, 0 Nay

Coates then provided an overview of the Maplewood Nursing Home Collective Bargaining Agreement process, and Trombly outlined the fiscal changes that impact the budget.

Rep. Berch then moved to accept and ratify the Commissioner's approval of the collective bargaining agreement effective April 1, 2022, through March 31, 2025, for the Cheshire County Maplewood Nursing Home. Rep. Abbott seconded the motion, and upon roll call vote, the motion passed unanimously. Roll Call vote 15 Yay, 0 Nay

In response to questions from the Delegation members, Kindopp provided a presentation on staffing and reviewed some of the staffing incentives that have been used to boost morale.

She said that as the world has moved forward post-pandemic, the Long-Term Care facilities have not been able to do so due to the strict guidelines that have not changed. Kindopp highlighted the delegates' support with various items from masks to PPE and stated that there had been strides in staffing levels by increasing the minimum wage to \$15.00 per hour.

Kindopp offered some statistical data on what is being done across the country but said that vacancies are very high with regard to staffing across the board. She also mentioned that the waiting list for resident admissions stands at 109 people waiting to be admitted.

Rep Berch commented on the accolades for the quality of care the residents receive as he hears from other families. Even despite the staffing shortages, the quality of care has not decreased. Coates wanted to make sure that the Senator's offices hear the messages tonight, and he hopes we can build from this and see what changes can be made to make positive changes. Kindopp made a request for the delegates to try to refer one person for a job at MNH and, if not for a job, then as a volunteer.

Rep. Weber then moved to authorize the allocation of \$2,517,032 for the Sheriff Dispatch Infrastructure Upgrade project account # 4900.97.91 and further support the funding of the project with a combination of Capital Lease financing by increasing account # 3934.00.00 in the amount of \$1,849,732; use of Capital Reserve funds account # 3915.00.00 in the amount of \$71,150 and use of \$596,150 in unanticipated revenues received in 2022 account # 3509.04.00. Rep. Abbott seconded the motion.

Upon roll call vote, the motion passed unanimously. 15 Yay, 0 Nay

Rep. Gomarlo then moved to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$3,396,366 for the receipt of State of NH Proportional Share Funds not previously budgeted and to authorize the use of Proshare funds for the following:

Increase 4900.91.52 Capital Equipment Nursing by \$2,500 Oxygen Concentrators.

Increase Account #4900.97.11 Capital Equipment MNH by \$65,000 to replace Maplewood Truck.

**Increase Account # 4900.89.11 – Capital Improvement MNH by \$100,000 for the following:
\$80,000– tie in the remaining building to Generator power
\$20,000 – land improvement to seed Maplewood construction staging area**

Increase Account # 4900.97.57 – Physical Therapy Capital Equipment by \$3,500 for a Broda Seating System

Increase Account # 4900.97.54 – Environmental Services Capital Equipment by \$4,500 for an Auto Floor Scrubber.

Increase account # 4900.97.51 Dietary Capital Equipment in the amount of \$16,500 for the following:

\$5,500 – Dietary Heating Cabinet

\$3,500 - Mixer

\$7,500 – Blodget Gas Oven

Increase Account # 4900.97.34 – Computer IT Capital Equipment by \$65,000 to upgrade the Maplewood WiFi.

Increase Account # 4915.89.00 – Transfer to Capital Reserve County Hall \$500,000 to set aside to finish Internal work at County Hall in 2023.

Increase Account # 4900.89.93 – Capital Improvement Monadnock Highway by \$200,000 to do upgrades to the House for the use of traveling nurses.

Increase various payroll lines by \$50,000 for a one-time \$250.00 (prorated) payment to county employees.

Increase various payroll lines by \$208,000 to cover a nursing wage increase.

Increase various payroll lines by \$180,000 for the ratification of the Maplewood Union contract impact.

Furthermore, to reserve \$750,000 by applying to fund balance to offset a portion of 2023 to offset taxes to be raised. And to reserve the \$375,000 to offset ½ of the 2023 Premium Pay with the remaining \$876,366 to fund the balance for further budget consideration.

Rep. Harvey seconded the motion, and upon vote, the motion passed with voting Yes and two voting No.

Rep. Qualey stated that he disagreed with the motion to save funds to go to the next budget cycle due to the current economic climate. Rep Bordenet asked for the value of Rep. Qualey's request

in a \$200,000 house. It was stated that the amount would be approximately \$46 worth of savings. Rep Berch said that the Pro Share funds were received because of the operation of the nursing home, and this request is being made to improve MNH. Rep. Weber stated that we just heard a very grim report of the state of staffing at the nursing home, and this motion supports the nursing home in a positive way, and they need our support.

Rep. Bordenet moved and was seconded by Rep. Berch to increase the use of ARPA funds revenue line #3916.01.00 (Transfer from ARPA Funds) by \$740,000 and to authorize the use of the ARPA funds for the following:

Jaffrey Chamber of Commerce -	\$ 20,000
Stoddard County Store -	\$ 20,000
Radically Rural -	\$ 20,000
Memorial Garden added funding-	\$ 5,000
EMS Added funding	\$675,000

Rep. Bordenet was then recognized and moved to amend the budget for 2022 to the amount of \$74,139,762. Rep. Berch seconded the motion, and Upon roll call vote, the passed with 13 voting, Yes, and two voting No.

Rep. Qualey was recognized and said that he voted against the budget in the spring because he didn't support the county going into the EMS business to compete against a private entity. Rep Abbott stated we were assured that the EMS service will be an enterprise fund and will be self-sustaining.

Rep. Eaton then asked if there was any other business to come before the Delegation. Upon hearing none, he thanked everyone for their service, and upon voice vote, the meeting was adjourned at 7:55 PM.

Recorded by:
M. Hall
Assistant Finance Director
Edited by:
R. Bouchard
Assistant County Administrator

Reviewed and submitted by:
Barry Falkner, Clerk, County of Cheshire
Delegation

MINUTES

**Cheshire County Delegation Meeting
Monday, December 12, 2022, 07:00 PM
County Hall Building
12 Court Street, Keene, NH 03431**

This meeting will be conducted in person and electronically.

Conference Call Information

**Phone Call-in Number: +1 646 558 8656
Meeting ID: 409 748 8803
Pin #: 6031233**

Present: Representatives Eaton, Weber, Ames, Berch, Maneval, Abbott, Bordenet, Harvey, Fenton, Gomarolo, Faulkner, Schapiro, Parshall, Qualey, Rhodes.

Absent: Hunt, Mann, Von Plinsky, Welkowitz, Fox, Kilanski, Santonastaso, Toll.

Commissioners and Treasurer: Jack Wozmak, Terry Clark, Robert Englund, and County Treasurer Charles Weed.

Staff: County Administrator Coates, Finance Director Trombly, Assistant Finance Director Hall, Nursing Home Administrator Kindopp, Connected Families Director Calcutt.

Guest(s):

MEETING NOTICE

**Organizational Meeting of
The Cheshire County Delegation
December 12, 2022 - 7:00 PM**

The Cheshire County Delegation will meet on Monday, December 12, 2022, at 7:00 PM, in the Delegation Meeting Room of the County Hall Building, 12 Court Street, Keene, NH. The purpose of this meeting is for the following;

1. To Elect Officers of the Delegation
2. Committee appointments
3. To address any other matters that may come before the Delegation.

The Full Delegation elected the following Representatives for 2023-2024

Chair of the Delegation: Representative Daniel A. Eaton

Vice Chair of the Delegation: Representative Cathryn Harvey

Clerk of the Delegation: Lucy, McVitty Weber.

The Delegation Executive Committee elected the following representatives for the 2023-2024 Term.

Chair of the Executive Committee: Representative Barry Faulkner

Vice Chair of the Executive Committee: Representative Bruce Tatro

Clerk of the Executive Committee: Representative Jennifer Rhodes

**PUBLIC HEARING
MEETING NOTICE
CHESHIRE COUNTY DELEGATION
Monday, December 12, 2022 - 7:15 PM**

The Cheshire County Delegation will meet on Monday, December 12, 2022, at 7:15 PM, in the Delegation Meeting Room of the County Hall Building, 12 Court Street, Keene, NH. The purpose of this meeting is for the following;

1. To receive public comment and to review the Cheshire County Commissioners' proposed budget for 2023
2. To vote to approve the County of Cheshire Community Power Program for county residents.
3. To address any other matters that may come before the Delegation

The meeting was called to order by Rep. Eaton at 7:15 PM, and he read out the agenda for the meeting and then opened a public hearing and asked if there was any public input. Hearing none, the public hearing was closed at 7:17 PM.

Commissioner Wozmak was recognized by the Chair, introduced the Commissioner's budget, provided an overview of the Commissioner's work, and said that the overall increase for 2023 was 1.85%. He said that the EMS department is recently up and running and that the Commissioners worked with the Administrator and finance director from around August to December to put the budget together.

Tom Julius was then recognized and spoke positively of the County's work and support of the County community very well. He then said that he is a part of the Monadnock Interfaith Council and that a huge need is for a housing fund for middle-class housing that is already being implemented in Hanover and has been requested by citizens of Keene.

A question from Rep. Ames concerning the operation of the nursing home and opening up the additional beds that are now closed. Kindopp and Trombly answered the question by saying that the nursing home is within the budget and the most significant problem is a lack of staffing.

Coates said that a great effort is being made to identify and target audiences to attract additional staff. In addition, he outlined the number of measures being undertaken, including working with Keene State College to create training programs and the introduction of traveling nurses' housing because of the huge deficit of local apartments.

Wozmak then spoke about the gross budgeting rules the County has to abide by.

Commissioner Clark was then recognized and spoke to the introduction of the Cheshire County Power Coalition of NH. He addressed the energy upgrade project, gave an overview, and discussed the implementation of the Community Power program for Cheshire County.

The following motion was presented by Representative Eaton, "Motion to vote to approve the County of Cheshire Community Power Program, which Authorizes the County to

develop and implement the Cheshire County Community Power Program pursuant to RSA-53-E:7 with the recommendation of the Board of Commissioners."

Representative Montiel seconded the motion, and Upon roll call vote, the motion passed unanimously. 19-0

Coates then spoke to the grants that will completely cover payment of the upgraded radio broadcast system for the dispatch center at approximately \$4.7M.

**MEETING NOTICE
EXECUTIVE COMMITTEE
CHESHIRE COUNTY DELEGATION
Monday, December 12, 2022
Immediately following the Public Hearing**

The Executive Committee of the Cheshire County Delegation will meet on Monday, December 12, 2022, immediately following the public hearing, in the Delegation Meeting Room of the County Hall Building, 12 Court Street, Keene, NH. The purpose of this meeting is for the following;

1. To authorize the Treasurer to borrow in anticipation of taxes
2. To conduct the 3rd quarter budget review
3. To establish budget review dates
4. To address any other matters that may come before the Executive Committee

At 7:50 PM, Trombly introduced the County Treasurer and asked the Executive Committee to approve the following motion.

Move to authorize the Cheshire County Treasurer upon the request of the Cheshire County Board of Commissioners to borrow in anticipation of taxes an amount not to exceed \$23 million for the 2023 budget year, January 1, 2023, to December 31, 2023.

Representative Roll call vote for authorization of the Treasurer to borrow in anticipation of taxes. Unanimously.

Trombly spoke to the 3rd quarter budget review and covered the use of TANS by the County for funding operations.

The overview presented by Trombly follows:

To: Cheshire County Executive Committee

From: Sheryl Trombly, Finance Director

Date: November 28, 2022

RE: 3rd quarter 2022 Budget Review

At the end of the 3rd quarter, revenues adjusted for the collection of taxes and timing for the receipt of other revenues have reached 75.92% of the General County budgeted revenues, with the Nursing Home having achieved 69.22%. As revenues should be at 75%, this indicates that

revenues are meeting expectations for the General County and running short for the Nursing Home. The totals combined are under by approximately \$435,000.

At the end of the 3rd quarter, expenses are under budget by approximately \$2,608,389 after adjusting for major items that have not been expended due to timing. Overall county expenses are at 72.52% spent, and Maplewood has expended 69.20% of its appropriated budget.

As you review the reports, the following areas may be of interest:

Page 1 - Municipal Assessment is 0.00% of the projected budget. This budget remains at zero until the Department of Revenue Administration provides the appropriation listing and the bills have been mailed. Taxes are due by December 19th, 2022.

Page 1 - Grant Reimbursement - Federal Grant Reimbursements as well as Non-Federal Grant Reimbursements combined, have achieved approximately 33.57% of budgeted revenues. These revenues are offset by expenses, so any shortfall would have a direct impact on expenses coming under as well.

Page 2 - Sheriff Fees overall are at 65% realized as of the second quarter. Funds were allocated for the hiring of a deputy as long as funding became available to support the position. As there has not been any special funding to support a position this has not been filled, much of this shortfall will be covered by payroll expenses coming under as a result of the vacancy for this position.

Page 2 - Overall DOC revenues are running over, having already achieved 100% received. Federal Inmates' revenues is running over budget projections. The 2022 census was budgeted for 37 Federal Inmates, and the current census is at 48 with a YTD average of 46. The overall revenue for the Department of Corrections is expected to exceed projections by \$450,000.

Page 5- Transfer from Fund Balance is at 0.00%. This line item will remain at 0.00% throughout the year. No entry is made as the offset is an accounting function of an automated decline in fund balance based on actuals and the final amount needed from fund balance at year-end.

Page 5- Transfer from Special Revenue Fund is at 0.00%. This line item is for funds that are associated with approved expenses. When expended, a transfer will be made to offset the applicable expense.

Page 5 - Transfer from Capital Reserve - This item is at 0.00%. This budget item specifically offsets certain capital reserve projects, and as the projects are expended, transfers will be made to offset the applicable expenses.

Expenses General County

Page 20 - Contingency - \$11,902. was expended on unforeseen plumbing repairs in the basement at County Hall. In addition, the County expended \$24,147 to remove a 10,000-gallon buried oil

tank at the Keene Campus.

Page 28 - Emergency Sheriff Dispatch - This department is at 0% spent as of June 30th. We are still in the start-up stage of the program, with equipment being purchased and the build-out of the new location underway. It is hopeful that the operations will be up and running by mid-fall 2022.

Overall, County expenses are running under in nearly all departments. Some will continue through year-end. As the year continues, payroll costs will ramp up due to the timing of the Cost of Living not going into effect until April 2, 2022.

Revenues - Maplewood Nursing Home

Page 42- Overall, adjusted for timing as well as for budget amendments that will be presented, Maplewood Nursing Home has achieved 46.66% of the 2022 revenue projections. An original census of 120 was budgeted for 2022; however, the current census is at 98, with an average to date of 102.

Although COVID-19 does have an impact on the census at times, the bigger factor is staffing levels. As you may have learned, the Nursing Home has had to close a floor due to this issue. As you will notice, with the budget amendments being presented, a proposal to increase nursing pay rates is being recommended. It is hopeful with an increase in the starting pay rate that the County will be more competitive in this low-supply, high-demand market.

However, the revenue shortfall is still expected to be covered by expenses coming under as well.

Expenses - Maplewood Nursing Home

Page 43-59 - Maplewood Departments - Overall expenses for Maplewood are at 46.66% expended (adjusted for timing), with nearly all well under the budget. This equates to expenses being under budget by approximately \$900,000.

She said that revenues are in line overall but \$35K under the projected budget. For several reasons, expenses are under by about 6M dollars; one of the main issues is that approved staff positions need to be filled. She reviewed the State DRA process and Tax setting dates and said that grants bring in significant revenues to offset expenses.

The fund balance was then reviewed, and Pro Sharing was also discussed. She then addressed expenses and explained some costs incurred, such as removing the 10K oil tank at 12 Court Street.

The Nursing Home as then reviewed, and the decline in staffing was discussed. The budget is about \$1.4M under budget.

The suggested meeting dates for the Executive Committee budget review were then distributed.

Trombly then reviewed the executive committee work process for the upcoming 2023

budget reviews.

Rep. Eaton then asked if there was any other business to come before the Delegation. Upon hearing none, he thanked everyone for their service, and upon voice vote, the meeting was adjourned at 09:21 PM.

Minutes Recorded and Edited by:
R. A. Bouchard,
Assistant County Administrator