

MERRIMACK COUNTY NEW HAMPSHIRE



ANNUAL REPORT

FISCAL YEAR 2021

January 1st, 2021 - December 31st, 2021

MERRIMACK COUNTY BOARD OF COMMISSIONERS

TARA REARDON, CHAIR

PETER J. SPAULDING, VICE CHAIR

STUART D. TRACHY, CLERK



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MERRIMACK COUNTY DIRECTORY

Commissioners Tara Reardon, Chair Peter J. Spaulding, Vice Chair Stuart D. Trachy, Clerk	796-6800
County Treasurer Kathleen Donnelly	796-6800
County Administrator Ross L. Cunningham	796-6800
Finance Director Aaron Turner	796-6800
Human Resources Director Sara Lewko	796-6800
County Attorney Paul Halvorsen	228-0529
Sheriff David Croft	796-6600
Register of Deeds Susan Cragin	228-0101
Nursing Home Administrator Heather Moquin	796-2165
Corrections Superintendent Travis Cushman	796-3600
UNH Cooperative Extension Melissa Lee	255-3556
Advocacy Center Bethany Cottrell	219-0627
Human Services Kara Wyman	226-1921

MERRIMACK COUNTY TOWNS BY DISTRICT

DISTRICT ONE

Boscawen
Concord
Webster

DISTRICT TWO

Allenstown
Andover
Canterbury
Chichester
Epsom
Franklin
Hill
Loudon
Northfield
Pembroke
Pittsfield
Salisbury

DISTRICT THREE

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

MEMBERS OF THE NEW HAMPSHIRE HOUSE OF REPRESENTATIVES 2021

ALICEA, CAROLETTA
ALLARD, JAMES*
ANDRUS, LOUISE*
BARTLETT, CHRISTY
BOYD, STEPHEN
CAMBRILS, JOSE
CAPLAN, TONY
CROSS, KENNA
EBEL, KAREN*
ELLISON, ART
GALLAGHER, ERIC
HALL, MURIEL
HILL, GREGORY
KENNEDY, MARGARET
KLOSE, JOHN
LANE, CONNIE
LEAVITT, JOHN
LUNEAU, DAVID*
MACKAY, JAMES*
MASON, JIM
MCGUIRE, CAROL
MCWILLIAMS, REBECCA
MOFFETT, MICHAEL*
MYLER, MEL
PEARL, HOWARD
PIMENTEL, ROD
PITARO, MATTHEW
RICHARDS, BETH
ROGERS, KATHERINE
SCHAMBERG, TOM*
SCHUETT, DIANNE*
SCHULTZ, KRIS
SEAWORTH, BRIAN*
SHURTLEFF, STEPHEN*
SOUCY, TIMOTHY
TESTERMAN, DAVE*
WALLNER, MARY JANE
WALSH, THOMAS
WALZ, MARY BETH
WAZIR, SAFIYA
WELLS, NATALIE
WHITE, NICK
WOLF, DAN
WOODS, GARY
YAKUBOVICH, MICHAEL

DELEGATION OFFICERS

Dianne Schuett, Chair
Dave Luneau, Vice Chair
Thomas Schamberg, Clerk

EXECUTIVE COMMITTEE OFFICERS

James MacKay, Chair
Karen Ebel, Vice Chair
Michael Moffett, Clerk

Members of the Executive Committee*

Minutes Delegation:

March 12, 2021
Merrimack County Delegation Meeting
Old Courthouse – 163 N. Main Street Concord, NH

Chairman Dianne Schuett called the public hearing to order at 10:07am and as Chair of the Merrimack County Delegation, I'm stating due to the COVID 19 Coronavirus crisis and accordance with Governor Sununu's emergency order # 12 pursuant to executive order 2020-04 the Merrimack County Delegation is authorized to meet electronically via Zoom. Merrimack County Delegation is utilizing the Zoom platform for this electronic meeting all votes taken today will be by roll call. Zoom information for this meeting is located on the Merrimack County website.

First order of business, would you please stand for the Pledge of Allegiance.

Chairman Schuett called upon Clerk of the Delegation, Representative Tom Schamberg to read the public notice. Notices for this meeting were duly noted in the House Calendar and Concord Monitor.

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

Seeing none, public hearing was closed at 10:09am.

Chairman Schuett opened the Delegation meeting at 10:09am and asked Clerk of the Delegation Representative Tom Schamberg to read the public notice.

Chairman Schuett asked Clerk Schamberg to call the roll to establish a quorum. Those present: Representatives Alicea, Allard, Bartlett, Boyd, Cambrils, Cross, Ebel, Gallagher, Hill, Lane, Luneau, MacKay, Mason, McGuire, McWilliams, Moffett, Myler, Pearl, Pimental, Richards, Rogers, Schamberg, Schuett, Schultz, Seaworth, Shurtleff, Soucy, Testerman, Wallner, Walz, Wazir, Wells, Woods. A quorum was declared with 33 members present.

Chairman Schuett stated the first order of business is to act on the Merrimack County Nursing Home ICWUC Union Contract. Chairman Schuett called upon Nursing Home Administrator Matt Lagos for a presentation.

Nursing Home Administrator Lagos briefed on the wage package, dental insurance, Opt out Benefit, Cafeteria Plan/Section 125, Life Insurance Cost, Health Insurance, Retirement and Holidays.

Highlighted items: current contract ended 6-30-2020, updated labor grade legend union positions to reflect current wages to positions, changed probationary period from 6 months to one year from date of hire, revised vacation pay with small increases per level effective January following signed CBA, revised personal day to include all employees effective January following signed CBA, revised sick leave reducing the allotment of hours from 160 to 96 with a 65% buy back at end of year from a 50% buy back at end of year effective January following signed CBA, added language to the disciplinary procedure, three year contract 7-1-2020 through 6-30-2023, bargaining unit positions (44PT, 148FT), (48

Vacancies)2021 total cost: \$158,223. Discussion/questions followed.

Representative Bartlett moved approval of the 3 year ICWUC Nursing Home Union Contract as presented and discussed. Seconded by Representative Wazir. On a roll call vote 31 in favor -1 not in favor, motion passes.

Chairman Schuett explained the next order of business is to hear a report on refunding of certain general obligation bonds.

County Administrator Ross Cunningham explained on behalf of the Commissioners, himself and Finance Director Mike Rivard, the County has been looking at refinancing two general obligation bonds that were originally issued in 2012 & 2014 for the jail and nursing home. Over the last several months we have been tracking where this is trending and as of today, the trend looks like roughly \$480,000 plus in savings. County Administrator Cunningham called upon Financial Advisor Dick Ranaghan for further explanation of the process.

Dick Ranaghan, President of Northeast Municipal Advisors and financial advisor to the County presented his analysis in regard to the Refunding of Outstanding Bonds of the County of Merrimack.

Mr. Ranaghan reported "the proposal includes the original bonds that were issued in 2012 and 2014 to construct a new jail facility in Boscawen as well as the nursing home. We are at historic lows again in the bond market, and as Ross said we've been watching this since last fall. At this point in time, we can refund those bonds again. As of last night, the County can see a savings of about \$480,000. Additionally, I received a call from Standard and Poor's one of the rating agencies and since we're getting a rating on the TAN as well as these bonds, they're going to reduce their fee by 10% which saves the County another \$2,000. So we're in the ballpark of a half a million dollars in savings and that is net of all issuance costs. That includes my fee, bond counsel everybody's costs that are in the financing team are paid out, and then the county is projected to save about \$490,000."

Mr. Ranaghan recommends the Delegation approve the refunding and the Board of Commissioners will work with us as we price those bonds in the month of April. We will then lock those rates in and translate the savings back to the County.

Representative McGuire shared this is a great idea, because we can save money without hurting any of the services we provide and there's absolutely no constituency for paying more bond interest.

Motion was made by Representative Woods to accept the Resolution "Authorization of Refunding Bonds by County Convention," prepared by Devine-Millimet, Bond Counsel for the County. Seconded by Representative Ebel. On a roll call vote authorizing the refunding bonds by the County Convention passed 32 in favor, 1 no vote.

Chairman Schuett explained the next order of business is the presentation and approval of the 2021 Merrimack County proposed budget.

Commissioner Stuart Trachy addressed the Delegation and thanked the members for their due diligence in the budget process. Commissioner Trachy also thanked County department heads who also put in a great deal of time and energy into the budget process.

County Administrator Ross Cunningham presented the 2021 proposed budget of \$96,392,683 by way of PowerPoint and explained revenues, expenditures, taxes and use of fund balance. Mr. Cunningham thanked members of the Delegation, subcommittees, and department heads for their efforts in the budget process.

Representative MacKay moved approval of the 2021 budget, Seconded by Representative Wazir to appropriate the sum of \$96,392,683 which represents the bottom line of the proposed expenditures for fiscal year ending December 31, 2021. Revenue estimates other than taxes equals \$43,338,534 and use of fund balance equals \$6,414,375. The Merrimack County Treasurer is directed to issue a warrant to the several cities and towns in the County in the amount of \$46,639,774 pursuant to RSA 29:11. By way of roll call vote, motion passes 33-0.

Discussion followed on 2020 surplus as well as the new stimulus package approved by Congress and signed by the President.

Chairman Schuett explained the next order of business is the annual adoption of the Grant Resolution. This resolution first came in front of the Delegation for approval in 2016. It was adopted and amended by the Delegation in 2020 adding adoption of this resolution will be presented to the County Delegation at its regularly scheduled convention.

Authorization of this resolution will effectively allow the Board of Commissioners to apply for state, federal, local governments and other non-profit agencies grant dollars to aid in the effective operation and expended services of our functions as a County.

Representative Bartlett moved approval of the Grant Resolution as presented and discussed adding a comma between local and federal. Seconded by Representative Wazir. By way of roll call vote, motion passes 25 yes, 6 no and 2 no vote.

County Administrator Cunningham presented the letter from the Town of Wilmot regarding interest payment charge for late payment of County taxes. County taxes were due December 17, 2020 with the Town of Wilmot delivering their payment on Monday, December 21, 2020. A late fee was assessed to the Town in the amount of \$583.10.

County Administrator Cunningham explained that the Town of Wilmot is asking for abatement of the charged assessed due to inclement weather. Discussion followed.

Representative Bartlett moved to waive the late fee assessment of \$583.10 as presented and discussed. Seconded by Representative Ebel. By way of roll call vote, motion passes 30 yes, 2 no vote and 1 recused.

Seeing no other business to come before the Delegation, motion to adjourn at 11:41am by Representative McGuire. Seconded by Representative MacKay. All voted in favor.

Respectfully,

Rep. Thomas Schamberg
Clerk

December 8, 2021
Merrimack County Delegation Public Hearing and Delegation Meeting
Old Courthouse – 163 N. Main Street Concord, NH

Chairman Schuett opened the Public Hearing at 10am.

Clerk of the Delegation Schamberg read the public notice for the Public Hearing.

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

Chairman Schuett opened the Delegation Meeting at 10:11am and called for Pledge of Allegiance.

Clerk Schamberg read the public notice and to call the roll. A quorum was declared with 30 members of the Delegation present.

Members present: Allard, Bartlett, Cambrils, Ebel, Ellison, Gallagher, Hall, Luneau, MacKay, Mason, McGuire, Moffett, Myler, Pearl, Pimental, Rogers, Schamberg, Schuett, Schultz, Seaworth, Shurtleff, Soucy, Testerman, Wallner, Walsh, Walz, Wazir, Wells, Wolf, Woods

County Administrator Cunningham presented the 2022 proposed County budget by way of a power point presentation and explained we are heading into sub-committee process at \$97,936,330.

Revenues: MCNH \$29,919,957, Corrections \$1,895,000 Deeds \$1,820,500 Sheriff's Office \$1,158,663 and ARPA \$7,500,000.

Revenue other than taxes for 2022 \$45,116,724

Expenditures: Alternative care and Nursing Home Care combined increase of \$ 152,130 (1.0%), Personnel costs decrease \$3,576,950 (9.3%) and an increase in benefit costs of \$184,766 (0.95%).

County Administrator Cunningham briefed on the Equalized Assessed Valuation and explained values in the presentation are prepared by NH

Department of Revenue Administration in late summer and apportions the County tax to cities and towns based on their percentage of equalized assessed property values of the entire County.

County Administrator Cunningham briefed on County taxes by year and explained 2022 is projected at a zero increase \$46,639,774.

County Administrator Cunningham briefed on County taxes by city and town.

County Administrator Cunningham briefed on outstanding bonded debt.

County Administrator Cunningham briefed on fund balance.

County Administrator Cunningham briefed on short-term borrowing rather than another TAN issue. Merrimack County will borrow \$19million at end of year.

County Administrator Cunningham presented County vacancies as of 11/18/21 and discussion ensued.

County Administrator Cunningham briefed on revenue other than taxes and explained \$45,116,724 is slated going into 2022.

Discussion ensued on the vaccination mandate at the nursing home.

Discussion ensued on over time throughout the County.

Representative Bartlett moved approval of continuation of county expenditures resolution as presented. Seconded by Representative Wood. Motion passed unanimously.

Seeing no other business to come before the Delegation, motion to adjourn at 10:49am by Rep. McGuire. Seconded by Rep. MacKay. All voted in favor.

Respectfully submitted,
Rep. Thomas Schamberg, Clerk

Minutes Executive Committee:

March 5, 2021

Merrimack County Executive Committee Meeting
Old Courthouse – 163 N. Main Street Concord, NH

Chairman MacKay called the Executive Committee meeting to order at 10am.

All present rose for the Pledge of Allegiance.

Chairman MacKay explained the agenda is to review and approve the fourth quarter financials and review and approve the 2021 budget. This year instead of calling on the Chairs of every subcommittee to present, County Administrator Cunningham will make the presentation, understanding any questions asked will be answered by present subcommittee chairs or department heads.

The Capital Improvement Program (CIP) meeting is not included on today's agenda. Administrator Cunningham is requesting appropriate committee members of this committee stay afterwards to discuss.

Chairman Schuett explained she is looking for (1) new member of the CIP committee and appointed Representative Michael Moffett.

County Administrator Ross Cunningham presented fourth quarter year to date actuals and explained overall 2020 revenue excluding taxes and Covid-19 grants totaled 102% of the budget. Nursing Home revenue totaled 99%, Corrections 152%, Sheriff 80%, County Attorney 93%, Facilities 99%, and Deeds 138%. An additional \$5,179,014 from COVID-19 related federal grants was received in 2020. Other revenue reflects \$427,256 from the State of NH Escheated Property (budgeted \$100k) and \$252,228 from premium holidays for health insurance, workers compensation, short term disability and unemployment compensation (budgeted \$0) from Primex and Health Trust.

Chairman MacKay requested attendance be called at this time and asked Clerk Moffett to call the roll. A quorum was declared with 10 members of the Executive committee present. The following were present by Zoom: Allard, Andrus, Luneau, Schuett and Seaworth. The following were present in person: MacKay, Moffett, Schamberg, Testerman, and Woods. Due to Representative Shurtleff having connectivity issues he joined the meeting late by Zoom to make 11 members.

Chairman MacKay asked if there were any questions on revenue. With no questions presented, motion to approve revenue for fourth quarter was made by Representative Woods, seconded by Representative Schamberg. On a roll call vote, motion passed 10-0.

County Administrator Cunningham presented the fourth quarter expenditures and explained overall 2020 expenditures totaled 95% of budgeted expenditures. Nursing Home totaled 96%, Corrections 93%, Sheriff 94%, Attorney 86%, Facilities 92% and Deeds 94%. The other expenditure category includes County Delegation, Commissioners, Administration, Finance, IT, Purchasing, Human Services, Visitation Center, Grant Agencies, Cooperative Extension and other total 89% of budget. Also being presented today is COVID grant expenses, which is approximately, \$3,650,035.

Finance Director Mike Rivard explained that looking at year to date figures for revenue and expenditures the County is projecting a surplus of approximately \$3.35 million. Discussion followed. He further explained a 1% reduction in taxes and also that a million dollars of the surplus will be applied towards the CIP so the County can continue to fund capital expenditures for coming years.

Representative Schuett asked if Mr. Rivard could provide an explanation of the fund balance for new members of the Delegation.

Finance Director Rivard explained the "term" fund balance is referred to as a measurement of the financial position on the last day of the County's fiscal year. On December 31 of 2019, there was approximately 15 and a half million dollars in fund balance which is made up of approximately 98% cash on hand. The rest is inventory in central supply or prepaid expenditures, but the majority is cash. The County will use that cash to fund operations for the first three/four months of the upcoming fiscal year. In doing this, the County is drawing down the fund balance every day when bills or payroll is processed. The fund balance changes daily due to incoming funds.

Representative Schuett thanked Mr. Rivard and added that it does have a bearing on the rates that we are charged if we need to borrow money.

Chairman MacKay asked for a motion to approve the 2020 fourth quarter expenditures as presented. Moved by Representative Schamberg, seconded by Representative Allard. On a roll call vote, motion passed 10-0.

Representative MacKay called upon County Administrator Cunningham and others for a review of the 2021 budget via PowerPoint.

County Administrator Cunningham pointed out adjustments that will need to be voted on, to include moving \$40,702 from the Sheriff's equipment line to the CIP program and adding additional funds for the wastewater treatment plant.

Commissioner Stuart Trachy and Commissioners thanked the Delegation and Executive Committee for their time regarding the budget process. The process is often time consuming and it was difficult to make some budget predictions for 2021 due to the current pandemic.

Chairman MacKay can attest he along with Chairman Schuett attended every subcommittee where there was a very thorough exploration of all areas of the budget. Everyone involved in this process should be commended for their work.

Commissioner Trachy further explained when the Commissioner figures were brought forth to the subcommittee's there were many questions asked and he was impressed with the level of detail that the committee's got into. This budget speaks for itself in that a property tax reduction of \$471,000 is very commendable.

County Administrator Cunningham explained that after the review was completed at the Sheriff's subcommittee meeting, further review was given to the purchasing of vehicles and how it relates to CIP, as well as the setting up of radios, lights, cages and other related equipment. Last year the

vehicles were put in the CIP and funding was left to set up the vehicles in the operating budget, which created some issues towards the end of the year due to COVID and delay in receiving those vehicles. The request is to move \$40,702 out of the Sheriff's equipment line into CIP, to make sure it is allocated appropriately next year. The CIP program is set up to allow this to occur without a lot of oversight in the sense of what the need is. Discussion followed.

Representative Schamberg moved approval to move \$40,702 out of the Sheriff's equipment line item operating budget into the CIP program as presented, seconded by Representative Woods. On a roll call vote, motion passed 10-0.

Another issue is the repair to the grinder at the Waste Water Treatment Plant and it starting to fail. It is being respectfully asked that this repair come out of the WWTP operating budget and placed in the CIP program. Total being \$39,797 with no impact on taxes. Discussion followed.

Representative Woods moved to approve to move \$39,727 out of the WWTP operating budget and into the CIP program as presented, seconded by Representative Allard. On a roll call vote, motion passed 10-0.

County Administrator Cunningham presented the 2021 budget via PowerPoint.

* Pg. 1 represents revenue and expenses for the 2021 budget. You'll see the Federal grants, other grants including State of New Hampshire, chargers for services and miscellaneous, transfers between General Fund and Capital Reserve Fund for CIP Program. Total Revenue excluding taxes & use of Fund Balance of \$43,269,105. As you cross over to expenditures, you'll see the increase for Alternative Care and Nursing Home Care, funding of Capital Improvement Plan of \$1,000,000, health insurance rate increase of 6.6%, proposed 3 year ICWUC union contract for the nursing home of \$158,223 and group 1 retirement rate & group 2 retirement rate increase of 25.9% & 19.2% respectively. The bottom right hand corner reflects taxes & use of fund balance. The next slide reflects county taxes by year.

* Pg. 2 is a reflection of the tentative agreement with the ICWUC union contract for the nursing home. Mr. Cunningham called upon Nursing Home Administrator Matt Lagos for an overview of the agreement.

Nursing Home Administrator Matt Lagos presented key points of the agreement that is outlined in the summary. Items agreed to were: wages, dental insurance, opt out benefit, cafeteria plan/section 125, life insurance cost, health insurance, retirement health insurance benefit and holidays.

Seeing no questions of Mr. Lagos, County Administrator Cunningham moved onto layout of the tax rate change per year. The County is excited to report a 1% decrease of this year's 2021 budget.

Representative Schamberg inquired on budget years, 22 and 23, and asked if the County will be able to keep the budget close to what is being presented this year. Discussion followed.

Chairman MacKay stated how impressed he is with the clarity and openness of this Administration and thanked all involved in preparing this budget.

Representative Schamberg moved to accept the 2021 revenue of \$96,363,956 as amended. Seconded by

Representative Woods, on a roll call vote, motion passed 11-0.

Chairman MacKay moved to accept the 2021 expenditures of \$96,363,956 as amended. Seconded by Representative Allard, on a roll call vote, motion passed 11-0.

The only other item on the agenda is to hear a report on refunding of certain general obligation bonds from Finance Director Rivard.

Mr. Rivard explained over the past several weeks the County has been working with Financial Advisor Dick Ranaghan to determine the flexibility of refunding bonds that will mature in 2023 through 2035. Projected savings were in the \$600,000 range for January. However, in the past 10 days or so, the County has seen the 10 year Treasury yield rate for bonds rise by 50% which would affect projected savings by half. For example, in January the yield for a 10 year Treasury bond was a little over 1%, this morning it was trending at 1.58%. As the yield rates climb for bonds it is less likely that the County will go forward with this refunding because the potential for savings is not as great. Discussion followed.

County Administrator Cunningham explained he has spoken with Representative Schamberg who will bring forward at the Delegation meeting a letter from the Town of Wilmot, regarding late payment of taxes.

Representative Moffett motioned to adjourn the Executive Committee meeting at 11:04am, seconded by Representative Woods, motion carried.

Respectfully submitted,

Rep. Michael Moffett
Clerk

May 28, 2021
Merrimack County Executive Committee Meeting
Old Courthouse – 163 N. Main Street Concord, NH

Chairman James MacKay called the Executive Committee Meeting to order at 10:00am as published in the Concord Monitor as well as the House Calendar.

Chairman MacKay called for Pledge of Allegiance.

Clerk Moffett called roll with the following Representatives present: Allard, Andrus, Ebel, Luneau, MacKay, Moffett, Schamberg, Schuett, Seaworth, Shurtleff were present.

A quorum was declared with 10 in attendance.

Chairman MacKay called upon County Administrator Ross Cunningham to present the 1st quarter revenues for 2021. Reports were mailed to members of the Executive Committee prior to meeting.

County Administrator Ross Cunningham explained January 1 – March 31 revenues overall are tracking at 14% of total budgeted for 2021 (excluding taxes and use of fund balance) 1st quarter revenues for the Nursing Home is tracking at 13.5%, Corrections is tracking at 27%, Sheriff is tracking at 12%, Attorney is tracking at 10%, Facilities is tracking at 24%, and Deeds at 29%.

The other revenues category includes Delegation, Commissioners, Administration, Finance, IT, Purchasing, Human Services, Visitation, Grant Agencies, Cooperative Extension, Courthouse and other are tracking at 8% of total budget. Discussion followed.

Representative Schamberg moved approval of 1st quarter revenues as presented and discussed. Seconded by Representative Moffett. On a roll call vote, motion passed

8-0.

County Administrator Cunningham explained January 1 – March 31 expenditures overall are tracking at 19.6% of total budgeted for 2021. 1st quarter Nursing Home expenditures are tracking at 17% of total budget, Corrections 19%, Sheriff 19%, Attorney 16%, Facilities 19% and Deeds at 26%.

The other expenditures category includes County Delegation, Commissioners, Administration, Finance, IT, Purchasing, Human Services, Visitation Center, Grant Agencies, Cooperative Extension, Courthouse and other tracking at 19% of budget.

Position vacancies throughout the nursing home, corrections facility and other departments have resulted in lower personnel and benefits expenditures.

1st quarter COVID-19 related expenditures totaled \$ 260,455. Discussion followed.

Representative Moffett moved approval of 1st quarter expenditures as presented and discussed. Seconded by Representative Ebel. On a roll call vote, motion passed 8-0.

County Administrator Cunningham gave a report on the American Rescue Plan Act and explained the “fact sheet” established by the American Rescue Plan Act of 2021 that will provide emergency funding for eligible state, local, territorial, and Tribal governments. The “fact sheet” provides details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. Merrimack County due to receive \$29,400,000 with \$14.7 provided beginning in May and the balance \$14.7 delivered 12 months later, May of 2022.

County Administrator Cunningham shared a flow chart on how the process will be handled and explained the grant method that is currently being followed will be utilized. Discussion followed.

County Administrator Cunningham shared infrastructure project lists for Facilities, IT and Human Services explaining several of the projects listed are in the CIP. Discussion followed.

County Administrator Cunningham also shared a sample quarterly report that will include all ARPA reporting.

Discussion followed on Cyber Security and IT Administrator Trumble explained he is aware and addressing an issues as necessary.

County Administrator Cunningham explained funds for the ARPA program will need to be allocated by December 31, 2024 spent by 2026.

County Administrator Cunningham explained the Opioid Litigation award of \$29,999.60 from the State of NH slated for the County Attorney’s Office.

Motion to adjourn at 11:03am by Representative Schuett, seconded by Representative Schamberg. On a roll call vote, motion to adjourn passed.

Respectfully submitted,
Michael Moffett, Clerk

August 6, 2021
Merrimack County Executive Committee Meeting
Old Courthouse – 163 N. Main Street Concord, NH

Chairman James MacKay called the Executive Committee Meeting to order at 10:00am as published in the Concord Monitor.

Chairman MacKay called for Pledge of Allegiance.

Clerk Moffett called roll with the following Representatives present: Allard, Andrus, Ebel, Luneau, MacKay, Moffett, Schamberg, Schuett, Seaworth, Shurtleff were present.

A quorum was declared with 10 in attendance.

Chairman MacKay called upon County Administrator Ross Cunningham to present the 2nd quarter revenues for 2021. Reports were mailed to members of the Executive Committee prior to meeting.

County Administrator Ross Cunningham explained overall revenues at June 30th are tracking at 51% of total budgeted 2021 revenues (excluding taxes and use of fund balance). Year to date Nursing Home revenues are tracking at 50% of total budget, Corrections 56%, Sheriff 42% Adult Diversion 37%, Facilities 48% and Deeds 62%. The other revenue category includes the remaining County departments and other revenue sources such as escheated property & premium contribution holidays. The Office of the County Attorney issues annual prosecutorial service billings during the third quarter of each fiscal year. ARPA Revenue: \$2,156,632 COVID-19 testing grant revenue: \$641,800. Discussion followed.

Representative Schamberg moved approval of 2nd quarter revenues as presented and discussed. Seconded by Representative Allard. On a roll call vote, motion passed

7-0.

County Administrator Cunningham explained overall expenditures at June 30th are tracking at 41% of total budgeted 2021 expenditures. Year to date Nursing Home expenditures are tracking at 39% of total budget, Corrections 44%, Sheriff 42%, Attorney 41%, Facilities 41%, and Deeds 51%. The other expenditures category includes County Delegation, Commissioners, Administration, Finance, IT, Purchasing, Human Services, Visitation Center, Grant Agencies, Cooperative Extension, Court House and Other are tracking at 39% budget. Position vacancies throughout the nursing home, corrections facility and other departments have resulted in lower personnel and benefits expenditures. COVID-19 testing expenditures \$453,326 and ARPA expenditures \$70,006. Discussion followed.

Representative Schuett moved approval of 2nd quarter expenditures as presented and discussed. Seconded by Representative Schamberg. On a roll call vote, motion passed 9-0.

Motion to adjourn at 10:12am by Representative Schamberg, 2nd by Representative Allard. Motion carried.

County Administrator Ross Cunningham and Assistant Finance Director Aaron Turner gave a report

on where the County is currently with ARPA.

Topics briefed on: CIP, making ARPA funds available to non-profits through the grant process, human services piece and an overview of allocations to date.

Merrimack County will be hosting (2) upcoming meetings: 8/12 Cities/Towns and 8/26 Stakeholders.

Respectfully submitted,
Michael Moffett, Clerk

November 12, 2021
Merrimack County Executive Committee Meeting
Old Courthouse – 163 N. Main Street Concord, NH

Chairman James MacKay called the Executive Committee Meeting to order at 10:00am as published in the Concord Monitor and house calendar.

Chairman MacKay called upon Delegation Chair Representative Dianne Schuett to act as Clerk.

Chair and Acting Clerk Schuett explained due to the possibility of not having a quorum she has invited Representatives Bartlett , Pimentel, Wazir and Wolf.

Acting Clerk Schuett called roll with the following Representatives present: In person – Bartlett, MacKay, Schuett. By Zoom – Allard, Andrus, Pimentel, Seaworth, Wazir and Wolf

A quorum was declared with 9 in attendance.

Chairman MacKay called upon Finance Director Mike Rivard to present the 3rd quarter revenues for 2021. Reports were mailed to members of the Executive Committee prior to meeting.

Finance Director Rivard explained overall revenues at September 30th are tracking at 69% of total budgeted 2021 revenues (excluding taxes and use of fund balance). Year to date Nursing Home revenues are tracking at 65% of total budget, Corrections 77%, Sheriff 60% Adult Diversion 53%, Facilities 50% and Deeds 97%. The other revenue category includes the remaining County departments and other revenue sources such as escheated property \$934,000 & % \$594,000 premium contribution holidays. The Sheriff's Department will issue remaining semi-annual dispatch center billings during the 4th quarter. ARPA Revenue: \$2,283,754 and COVID-19 testing grant revenue: \$685,170. Discussion followed.

Representative Bartlett moved approval of 3rd quarter revenues as presented and discussed. Seconded by Representative Schuett. On a roll call vote, motion passed 9-0.

Finance Director Rivard explained overall expenditures at September 30th are tracking at 62% of total budgeted 2021 expenditures. Year to date Nursing Home expenditures are tracking at 61% of total budget, Corrections 69%, Sheriff 68%, Attorney 66%, Facilities 63%, and Deeds 76%. The other expenditures category includes County Delegation, Commissioners, Administration, Finance, IT, Purchasing, Human Services, Visitation Center, Grant Agencies, Cooperative Extension, Court House and Other are tracking at 60% budget. COVID-19 testing expenditures \$462,655 and ARPA expenditures \$1,422,476.

Discussion followed on County vacancies that appear throughout the nursing home, corrections and other departments which have resulted in lower personnel and benefits expenditures. County Administrator shared vacancy numbers as of 11/4/21.

Representative Bartlett moved County vacancies as of 11/4/21. Seconded by Representative Schuett. On a roll call vote, motion passed 9-0.

Representative Bartlett moved approval of 3rd quarter expenditures as presented and discussed. Seconded by Representative MacKay. On a roll call vote, motion passed 9-0.

Assistant Finance Director Aaron Turner provided an overview on ARPA.

Commissioner Spaulding explained the Commissioners will be sending out the 2022 budget that represents a zero increase in taxes and that Merrimack County is facing many challenges with vacancies and recruiting. Also, with the help of ARPA funds Merrimack County is able to get ahead of CIP projects.

Chairman Schuett explained sub-committee process will begin in February and information will be forth coming.

Representative Bartlett moved to adjourn at 10:42am, Seconded by Representative MacKay.

Respectfully submitted,
Dianne Schuett, Acting Clerk

December 8, 2021
Merrimack County Executive Committee Meeting
Old Courthouse – 163 N. Main Street Concord, NH

Representatives Allard, Ebel, Luneau, MacKay, Moffett, Schamberg, Schuett, Seaworth, Shurtleff and Testerman were present.

Merrimack County Treasurer Kathleen Donnelly appeared before the Executive Committee and read the resolution for the tax anticipation notes. “Resolved that, it being anticipated that no more than forty three million dollars (\$43,000,000) will be needed during the fiscal year ending December 31, 2022 to meet the demands upon the County Treasury, which there is insufficient money to meet, the Merrimack County Treasurer is hereby authorized to borrow an amount not to exceed forty three million dollars (\$43,000,000) during said year upon the order of the Board of Commissioners pursuant to NH RSA 29:8.

Motion to approve the 2022 Tax Anticipation Note Resolution as read and presented by Representative Allard, 2nd by Representative Schamberg, by roll call vote, motion passes 10-0.

The Executive Committee adjourned at 11:00am

Respectfully submitted,

Michael Moffett, Clerk
Merrimack County Executive Committee

Board of Commissioners:

January - December 2021
Merrimack County Board of Commissioners - Meeting Highlights
Old Courthouse - 163 N. Main Street Concord, NH

The year 2021 was full of unpredictable challenges, many of which will have an economic impact spread over several years. Merrimack County has navigated these challenges, focusing on progress and safely moving forward as a community. We are pleased to highlight the following accomplishments for fiscal year 2021.

A program within The American Rescue Plan Act of 2021, The Coronavirus State and Local Fiscal Recovery Funds was established to support response and recovery from the COVID-19 public health emergency. Through use of these funds the County has been able to make several positive changes and supportive contributions to local organizations and causes focused on better meeting the needs of those living and working in Merrimack County. Throughout 2021 approximately 30+ ARPA funded projects began to include, procurement and retention of supplies for COVID prevention and testing, infrastructure updates, software enhancements, recruitment and retention strategies to include sign-on bonuses and employee stipends, as well as several other ventures focused on positive forward movement and County growth.

In addition, we are excited to announce that several programs/projects were launched during 2021 to include the County Farm Revitalization Project and a partnership with UpReach Therapeutic Equestrian Center. The County Farm has seen growth by partnering with community members to introduce livestock, acquire and grow fresh produce, and through the development of infrastructure and repurposing of land use. The partnership with UpReach has allowed the County to introduce the Therapeutic Horse Experience which focuses on mastering horsemanship skills to achieve therapeutic outcomes while supporting growth, achievement and personal development for youth, elderly and first responders. We are excited to introduce these programs and look forward to expanding these partnerships and others in 2022.

As your Board of Commissioners, we continually strive to set and achieve innovative goals that focus on the orderly and efficient operation of Merrimack County. It is a privilege to be part of this community, and we thank you for allowing us the opportunity to represent the County.

In an especially difficult year marked with significant change and challenges, we would like to thank all employees of Merrimack County for their perseverance, hard work, and dedication. In light of a 25% +/- vacancy rate throughout 2021, County employees continued to give 100% and support one another where staffing shortages were significant. We appreciate the work ethic and team comradery shown by each and every County employee. We enter 2022 with optimistic and hopeful momentum and look forward to working with each of you.



Tara Reardon
Chair



Peter J. Spaulding
Vice Chair



Stuart D. Trachy
Clerk

Merrimack County Treasurer

I would like to acknowledge the excellent work of the Finance Team, Mike Rivard, Diane Dorval and Cristina Burzo who are efficient and a pleasure to work with.

I am very grateful for their assistance and dedication throughout the year.

Respectfully submitted,
Kathleen Donnelly, Treasurer

Merrimack County
Budget Resolution
For the 12 Months Ending December 31, 2021

I. Be it resolved by the Merrimack County Convention duly convened that only the sums hereinafter listed in this resolution are hereby appropriated to be paid out of the County treasury for the purposes specified and for the fiscal year ending December 31, 2021 as follows.

Page #		Executive Committee Recommendation	Proposed Changes	Budget to be Adopted
1	Debt Service	\$ 5,029,038		\$ 5,029,038
1	Delegation	9,800		9,800
1-2	Commissioners	50,706		50,706
2	Administration	1,285,834		1,285,834
3	Finance	556,525		556,525
3-4	Information Technology	666,125		666,125
4-5	Purchasing	336,342		336,342
5-6	County Attorney	3,440,429		3,440,429
6	Medical Referee	45,000		45,000
6-7	Diversion/Pre-Trial	1,362,328		1,362,328
7-8	Register of Deeds	730,807		730,807
8-9	Sheriff Department	2,823,924		2,823,924
9-10	Sheriff Dispatch	862,729		862,729
10-11	Court Security	875,730		875,730
11-12	Stop School Violence Grant	82,540		82,540
12-13	Human Services	1,170,432		1,170,432
13	Grant Agencies	452,526		452,526
13	Alternative Care & Nursing Home Care	15,239,633		15,239,633
13-22	Nursing Home	36,981,989		36,981,989
22	Gerrish Manor	1,194,438		1,194,438
23-24	Corrections Department	15,393,015		15,393,015
25-28	Facilities Department	3,990,298		3,990,298
29	UNH Cooperative Extension	442,759		442,759
29	Community Development Block Grant	1		1
29	State Grant - CAC	9,000		9,000
30	Domestic Violence Grant	112,092		112,092
30	Access & Visitation Grant	40,232		40,232
31&35	Advocacy Center Grants	153,612		153,612
31	RSAT Grant	47,787		47,787
32	Human Trafficking Grant	128,440		128,440
33	ACERT Grant	55,115		55,115
34	JAG Grant	121,339		121,339
35	Federal Equitable Sharing Grant	1,000		1,000
37-38	Capital Improvement Plan	1,660,429		1,660,429
38-39	Other	1,040,689		1,040,689
	TOTAL	\$ 96,392,683		\$ 96,392,683

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

Page #		Executive Committee Recommendation	Proposed Changes	Budget to be Adopted
1	Finance	\$ 324,000		\$ 324,000
1	County Attorney	93,636		93,636
1	Diversion/Pre-trial	115,000		115,000
1	Registry of Deeds	1,559,523		1,559,523
1-2	Sheriff	727,500		727,500
2	Sheriff Dispatch	339,023		339,023
2	Stop School Violence Grant	82,540		82,540
2	Human Services	36,750		36,750
3	Alternative Care & Nursing Home Care	170,000		170,000
3	Nursing Home	34,844,090		34,844,090
3	Gerrish Manor	892,657		892,657
4	Corrections	1,816,000		1,816,000
4	Facilities	108,367		108,367
4	UNH Cooperative Extension	44,079		44,079
5	Community Development Block Grant	1		1
5	State Grant CAC	9,000		9,000
5	Domestic Violence Grant	30,000		30,000
5	Access & Visitation Grant	36,750		36,750
6	Federal CAC Subrecipient	4,000		4,000
6	RSAT Grant	35,000		35,000
6	Human Trafficking Grant	102,679		102,679
6	ACERT Grant	52,500		52,500
6-7	JAG Grant	125,500		125,500
7	Federal CAC VOCA Grant	120,000		120,000
7	Federal Equitable Sharing Grant	1,000		1,000
8	CIP Transfer from Capital Reserve to General Fund	660,429		660,429
8	CIP Capital Reserve Fund Transfer from General Fund	1,000,000		1,000,000
8	Other Revenue	8,510		8,510
9	Fund Balance	6,414,375		6,414,375
	REVENUE OTHER THAN TAXES	\$ 49,752,909		\$ 49,752,909

III. Be it further resolved that the total appropriations for 2021 in excess of the total estimated revenues in the amount of \$ 46,639,774 pursuant to NH RSA 29:II.

**Edna C. McKenna Trust Fund
Donations for the Year 2021**

Yearly Total: \$3,170.00

Date	Name	Amount
1/19/2021	Karen L. Shaughnessy	\$25.00
1/21/2021	Beatrice Nelson	\$40.00
1/22/2021	Greg and Jean Raymond	\$50.00
2/9/2021	Catherine A Provencher	\$250.00
2/9/2021	Fay Crowley	\$15.00
2/12/2021	Judith Anne Crowell	\$50.00
2/17/2021	Kelly Clark	\$300.00
3/15/2021	Robert Vinson	\$100.00
7/21/2021	New London Hospital Rehab Dept	\$40.00
7/27/2021	Osmer Family	\$500.00
8/4/2021	Mr. & Mrs. James Harvey	\$50.00
8/7/2021	Lorraine Paquette	\$100.00
8/8/2021	Meg Coogan-Blake	\$200.00
8/10/2021	Dan & Marilyn Favara	\$25.00
8/13/2021	Tom & Debbie Marsh	\$50.00
8/22/2021	Ken & Beth Collins	\$50.00
9/9/2021	Charles & Susan Miller	\$35.00
9/15/2021	GFWC Concord Contemporary Club	\$150.00
9/15/2021	Joseph A Pacella	\$50.00
9/24/2021	Carol, Jeffrey & Sharo Stout	\$200.00
9/24/2021	Elizabeth & Dale Gordineer	\$100.00
10/26/2021	Linda Saunders Paquette	\$500.00
11/2/2021	Daniel & Jean Cassidy	\$100.00
11/4/2021	Wayne Fuller, Alice ALaPorte-Fuller	\$50.00
11/11/2021	Patricia Vachon	\$25.00
11/16/2021	Cornwall Revocable Trust	\$50.00
12/4/2021	Joanne & Henry Vigue	\$25.00
12/17/2021	Joan M Butler	\$20.00
12/19/2021	Robert & Muriel Grenier	\$20.00

Merrimack County Human Resources
Annual Report

The Human Resources Department is a seven person operation which manages wages, benefits, personnel data and the application of policies and procedures for over 800 employees of the County. The Human Resources Director, two HR Managers, three Human Resources Generalists, a part-time Records Management Clerk and a part-time Scanner make up the Human Resources Department and are located on the Boscawen Campus.

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

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

Note: Eligibility for benefits varies based on employment status

The cost of providing and maintaining these benefits is substantial to the County. The County provides health insurance coverage to full-time employees and continues to pay 90% for a single plan; 85% for a 2 person plan and 80% for a family plan for the deductible plan and 95% or a single plan, 90% for a 2 person plan and 85% for a family plan on the site of service plan. The plans represent a 6.6% increase in health insurance costs for the County as well as to the covered employees. The health insurance plans offered are the Access Blue New England Deductible Plan and the Access Blue New England Site of Service Plan. The County Longevity Bonus Awards were distributed based on the following years of service:

\$500 5-9 Years	\$700 10 - 14 Years	\$1,000 15 - 19 Years	\$1,200 20 + Years
0 Employees	0 Employee	1 Employees	37 Employees

I would like to take the opportunity to thank the County Delegation, Board of Commissioners, the County Administrator and the Department Heads of Merrimack County for their continued support and valued assistance throughout 2021.

Respectfully submitted,
Sara A. Lewko, PHR, SHRM-CP
Human Resources Director

Merrimack County Nursing Home Annual Report

On a national level, the Covid-19 pandemic impacted healthcare operations in a significant way, especially in long term care. Merrimack County Nursing Home continued to be challenged to adjust to changing guidance and rules by CMS and the State Department of Public Health. Advancing research and vaccine approvals required the facility to remain agile in supporting the health and safety of both residents and staff.

The Covid-19 response committee, established in 2020, met on a routine basis, ensuring ongoing compliance with regulations, as well as effectively managing broad scale testing and Covid outbreaks that occurred intermittently through the year. This committee consisted of the Nursing Home Administrator, Director of Nursing, Assistant Director of Nursing and Infection Preventionist.

Comparatively, Merrimack County Nursing Home was successful in management of outbreaks within the facility. In January of 2021 a covid-19 outbreak was resolved. This outbreak had begun in December of 2020. 39 residents and 28 staff were affected. Covid rates remained low for the remainder of 2021 with only 1 resident infection and a few staff who tested positive in the summer.

One of the greatest impacts to the residents was isolation. Although visits were not allowed for most of 2020, visitation continued to be restricted at times due to outbreaks. At times, only compassionate visits for end of life were allowed. Group activities and dining were also restricted. Staff worked hard to utilize technology to provide virtual visits and provide emotional support to the residents.

A vaccine mandate for staff was implemented in the summer/fall of 2021. Staff vaccine rates were 97%. Resident vaccine rates were 98% with 86% of residents receiving a booster by the end of 2021.

Recruitment and retention continued to be a challenge. Many individuals left healthcare during the pandemic and this trend impacted operations at the nursing home. The facility experienced critical staffing levels in all departments, but especially nursing. In the fall of 2021 the facility reduced census by 90 due to staffing. The reduced census and limited admissions directly affected revenue.

Financials

Merrimack County Nursing Home maintained an average occupancy of 69% in 2021. This was due to planned census reduction related to staffing challenges. There were 84 admissions to the facility in 2021 which was much less than previous years. This was related to unit closures and restrictions due to Covid-19. The following describes reimbursement rates and payers.

<u>Payer Source</u>	<u>Occupancy</u>	<u>Average Rate</u>
Medicaid	74.5%	\$178.71/day
Medicare	3%	\$558.11/day
Private	22.5%	\$325/day

Quality

A federal infection control survey was conducted on January 20, 2021. The inspection resulted in 1 low level deficiency which was quickly corrected.

A health inspection was conducted by the State survey team on March 25, 2021. Four low level deficiencies were noted. The average number of deficiencies in NH is 4.2. The national average is 8.3.

No complaint inspections were conducted in 2021.

Although management of the Covid-19 pandemic continued to exhaust the efforts of many of the departments within the nursing home, the team began to look forward to resuming more normal operations at the end of 2021. The staff at Merrimack County Nursing Home provides high quality, compassionate care to the residents. The loyalty and dedication of the staff cannot be over-stated.

Respectfully Submitted

Heather Moquin RN, MBA NHA
Administrator

Merrimack County Juvenile Services Annual Report

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

In 2021 Juvenile Services worked with 127 youth across our prevention, diversion, and post court services.

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

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

We offer educational components such as anger management, fire setter intervention, positive decision making, substance education and tobacco/vaping education. We have started a new partnership with 3rd Millennium, an online curriculum that is evidence based and provides ease of access to programs as stated above. As needs change, we continue to create and develop new tools to meet the needs of our clients and community.

Juvenile Diversion offers a chance for youth to participate in the Community Restorative Board Process as a part of their program. The program offers youth strengths based contract that helps participants understand how their actions have affected others. This process is facilitated in part with the help of adult and youth volunteers throughout the community.

Merrimack County Register of Deeds
Annual Report

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

Deeds' revenues come from fees for services rendered, and from 4% commissions for collecting the State of New Hampshire real estate transfer tax and the Land Conservation and Improvement Program fee (LCHIP). We also collect a \$2 per-transaction fee, which goes toward purchasing and maintaining our equipment.

2021 revenues can be broken down as follows:

REGULAR REVENUES

Commission on collection of state transfer tax:	\$ 806,506
Commission on collection of LCHIP:	25,419
Recording fees:	963,520
All other income:	191,184
TOTAL:	\$1,986,627

SPECIAL REVENUES

\$2 per-transaction fee:	\$62,438
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Susan Cragin has served as Register since January 2019. During 2021 she was assisted by two Deputy Registers: Charlene Brack and Vickie Stiger.

The office is open from 8:00 to 4:00. It is open to telephone inquiries from 8:00 to 4:00 and to walk-ins from 8:30 to 3:30. It attempts to register all documents received by 3:30 on that same day.

Currently there are four computers in the research area and one in the registry area for use of the public.

Respectfully submitted,

Susan Cragin
Register of Deeds



Office of the Sheriff

Merrimack County

David Croft, Sheriff

333 Daniel Webster Highway

Boscawen, NH 03303

Phone: (603) 796-6600 Fax: (603) 796-6617



Merrimack County Sheriff's Office Annual Report

I am humbled and honored to report to you the successes and changes that we have undergone in 2021 to adapt to the changing role of police operations and services in our county. Members of the Merrimack County Sheriff's Office have worked tirelessly to ensure you can trust us, rely on us, and expect the highest quality of law enforcement services for you as taxpayers.

The year 2021 was full of new police-community trainings and initiatives to help bring us closer together. Many people in our communities have mentioned that we have brought back the human element to law enforcement. I strongly believe that our community service and mission initiatives have been executed in a way that offers dignity and honor, coupled with accountability and respect for the rule of law. We appreciate the need to work together with our community stake holders for the betterment of Merrimack County. In 2021 we implemented numerous strategies and new initiatives to make sure every member of our team fully understands the rapidly changing dynamics of police operations and services.

The State of New Hampshire through the office of the Governor and Attorney General's Office, approved/suggested following the recommendations of the NH Commission on law enforcement accountability, community and transparency (LEACT). The Merrimack County Sheriff's Office implemented all of the recommendations. More specifically, we immediately developed and set up mandatory training for all deputies in ethics, bias policing, culture awareness and de-escalation. We accomplished this even prior to the NH Police Training Academy releasing their recommendations. We wanted to ensure that this critical component of the LEACT recommendations was completed as soon as possible.

We developed ways to ensure that all our Deputies received training for dealing with mental health crises, working with people with disabilities and enhanced community outreach programs. The Merrimack County Sheriff's Office continued to contend with bail reform, transportation of prisoners, court security, civil process and providing police services to the 27 communities within Merrimack County by increasing both day and night patrols and responding to request for assistance from all of our Chiefs of Police.

WE have embraced the changes made to modern policing and value each person and family we serve. All of our members will abide by their oath of office and the code of ethics, and we will continue to be an agency that leads in law enforcement standards and makes our county residents proud.

David A. Croft, Sheriff

Merrimack County Visitation Center
Annual Report

In 2021, the Merrimack County Visitation Center (MCVC) provided supervised visitation services to families throughout Merrimack County. The MCVC provides supervision for parent(s) who are unable to have unsupervised contact with their children due to issues of domestic violence, child abuse, sexual abuse, substance abuse, mental illness or other reasons as determined by a local court or other referring agent. The goal of our program remains to allow children meaningful contact with their parent(s) while protecting them and the custodial parent/guardian from further victimization.

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

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

In 2021, the MCVC provided case management and supportive services to parents and their children. This included providing referrals to other community resources based on specific needs such as, housing, mental health, referrals to UpReach Therapeutic Equine Programming, transportation support and more.

Merrimack County Advocacy Center Annual Report

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

In 2021, the Merrimack County Advocacy Center (MCAC) received 1016 referrals/reports of (including but not limited to) sexual abuse, physical abuse, witnessing crimes such as domestic violence assaults, drug activity, drug overdoses, and human trafficking. 327 forensic interviews of victims of crime were conducted. This is over a 50% increase in number of Forensic Interviews conducted over 2020.

The forensic interview, which is video, and audio recorded, becomes the evidential statement which is essential to investigations. These interviews are victim centered, trauma informed, neutral, non-leading, fact finding, and evidence based. The MCAC coordinates these efforts as part of a multi-disciplinary team (MDT) including law enforcement, child protection services, prosecution, medical providers, mental health providers, and victim advocacy. In utilizing this cost-efficient team approach, victims are better supported, investigations are more collaborative, and prosecution rates are higher.

MCAC Case Manager - Family Support provides supportive case management to victims and families served, which in turn, increases victim engagement and helps to identify additional needs related to reports of sexual abuse and violence that may not otherwise be available.

Outreach efforts, to bring awareness to internet safety, mandatory reporting, and first responder training, has been provided to schools, doctor's offices, law enforcement agencies, colleges, and other community stakeholders to name a few.

Due to the success of our collaboration to deploy the Adverse Childhood Experiences Response Team (ACERT) in two Cities - Concord, NH and Franklin, NH which involves Concord Police Department, Franklin Police Department, Riverbend Community Mental Health Center, and Granite United Way. These teams assemble and visit homes where children were present during a call to police (domestic violence, overdoses, assaults, etc). This response promotes child well-being by offering, referrals and opportunities to enroll children and engage the family in community services, reduce the number of adverse childhood experiences, prevent future ones from occurring, and build resiliency among children and families. This program will also be piloting a response in the Merrimack County Department of Corrections.

Some committees and task forces MCAC staff participate in include (but not limited to): Merrimack County's Sexual Assault Resource Team, New Hampshire's Collaborative Task Force on Human Trafficking, Concord Safe Communities, and Franklin's Community Management Team. Attendance at these meetings helps to ensure all team members are aware of current best practices and research. It also allows for participants to have the ability to access future training and education in these areas.

Merrimack County Corrections Annual Report

It is our mission, and we are committed to provide exceptional care and service through positive and innovative practices that enhance the safety and the lives of those we serve. We strive to be a unified and trusted partner with the communities we serve by utilizing effective strategies and initiatives. The Department employs both sworn and unsworn staff members, and these corrections professionals include officers, medical staff, mental health staff, case management staff, investigators, and administrative assistants. In 2021, the Department received approximately 1,885 inmates who were remanded into custody. Subsequently, the Department conducted 1,792 releases. The average daily population for 2021 was 132 males and 19 females.

2021 continued to prove a challenge through uncertain times of the pandemic while continuing to serve our community. However, the facility was in a strong place procedurally after coordination and cooperation from our partners at NH Public Health and DHHS to respond to any COVID-19 concerns or issues that arouse. Staff remained diligent in their daily duties and adherence to the recommended protocols put forth.

The facility did continue to experience high percentages of pre-trial offenders versus sentenced offenders due to the delays within the Judicial System experienced from COVID. However, the SOAR program continued to operate and provide substance abuse treatment to offenders who were sentenced by the courts into the program.

Merrimack County DOC was selected to participate in a Counsel of State Governments (CSG) technical assistance grant. Two primary goals were identified for this project: (1) understand and streamline the flow of individuals with serious mental illness (SMI) from mental health screening at jail bookings to connections with community-based service providers upon release and (2) review data collection, with a goal of reducing recidivism among individuals with SMI. This four-month project launched in April 2021 and was informed by both qualitative and quantitative findings. Over the course of three virtual focus groups, CSG Justice Center staff heard from stakeholders throughout the Merrimack County criminal justice system, as well as representatives from community-based service providers, about their priorities for the project, how the behavioral health system currently works, and ideas for improvement. Over 30 people participated in the focus groups which yielded much input and feedback allowing for positive changes to be made.

Operationally, the facility conducted 1,003 initial classifications and 863 reclassifications. 3,880 searches of cells and common areas were conducted. In addition, K9 Mack was deployed 260 times yielding 18 contraband finds. The department's Honor Guard Team participated in numerous parades and events, as well as K9 Mack. The facility conducted 433 prisoner transports during 2021.

Merrimack County DOC 2021 Budget: \$15,393,015

Merrimack County DOC Overall Average Daily Population: 151

Merrimack County Attorney Annual Report

The Office of The Merrimack County Attorney serves an area of 955 square miles and a population estimated by the United States Census Bureau to be just over 151,000. The area served by the Office of the Merrimack County Attorney is divided into 25 towns and 2 cities.

Office of the Merrimack County Attorney

The Office of the Merrimack County Attorney is responsible for the prosecution of crimes committed within Merrimack County. These cases consist of both felonies and misdemeanors. The County Attorney's Office also prosecutes probation violations for the New Hampshire Department of Corrections. In addition to appearing in Merrimack County Superior Court Assistant County Attorneys also appear in Circuit Courts located in Concord, Franklin, Hillsborough, Hooksett and Newport. The assigned areas of responsibility for Circuit Courts located in Hillsborough and Newport, while physically located in Hillsborough and Sullivan Counties respectively, include several towns located within Merrimack County. Prosecutors also provide advice for law enforcement agencies concerning charging, search warrants, arrest warrants and officer training.

The County Attorney's Office presents the vast majority of felony cases from within the County to a Grand Jury (some cases are presented by the office of the New Hampshire Attorney General). The Grand Jury typically meets two or three days per month and, after hearing testimony, decides on whether or not an indictment is issued.

In 2021 the Office of the Merrimack County Attorney filed approximately 3600 charges within the multiple courts we cover. Of that total number over approximately 900 were drug related offenses.

Specialized services provided by the Office of the Merrimack County Attorney include extradition proceedings, issuing subpoenas to witnesses located out of state, civil commitment proceedings, attending and assisting interviews at the Merrimack County Advocacy Center and addressing habeas corpus petitions.

UNH Cooperative Extension Annual Report

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

Our Mission

UNH Cooperative Extension strengthens people and communities in New Hampshire by providing trusted knowledge, practical education, and cooperative solutions.

Our Work for Merrimack County

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

This year, UNH Cooperative Extension trained and supported 452 volunteers in Merrimack County. These volunteers contributed 21,569 hours of their time extending the reach of our programs as 4-H leaders, master gardeners, wildlife coverts, community tree stewards, water quality monitors, marine docents, and others. In addition, 2,287 volunteers completed Covid-19 Safety trainings, used by 198 organizations in New Hampshire.

Food & Agriculture: We support the county's agricultural industries, including producers of fruits, vegetables, ornamental plants, and livestock, through workshops and trainings, diagnostic services, applied research, and one-on-one consultations. This year, COVID-19 significantly changed our programming plan as producers were faced with a multitude of uncertainties with the start of the 2020 growing season just getting underway. UNH Extension acted quickly to provide a diverse and robust series of online trainings and resources, guiding producers through the many COVID-related questions that applied to their businesses, from managing crowds at u-pick farms, to shifting marketing strategies aimed at safely putting farm products in the hands of our citizens, to accessing funding streams for disrupted business operations, Extension worked diligently to provide online education to producers in NH and beyond. One example of our efforts can be viewed by visiting: <https://extension.unh.edu/resource/new-hampshire-farm-products-map>. Here you will see the results of a multi-team Extension effort to connect consumers with producers during the pandemic. Starting this spring and concluding in November 2020, Extension hosted regular NH Farmer Forums with service providers of diverse backgrounds in order to quickly and efficiently share the weekly developments in the early stages of the COVID outbreak in NH. Many of the efforts developed because of COVID will continue into the future as we have learned their value, even in normal times.

John Porter is semi-retired from UNH Cooperative Extension and serves as a resource statewide in the areas of farmstead layout and facility design. In Merrimack County he has collaborated with Jeremy DeLisle in helping people with designing barns and making farmsteads more efficient. A newer clientele have been those who are buying country places and wanting to set up small, part-time farms.

Natural Resources: Managing and protecting New Hampshire's natural resources is critical to our environment, quality of life, and tourism industry, as well as for current and future economic opportunities. Our natural resources team provides research, education, and stewardship throughout the state with a "boots on the ground" approach, extending state-wide programs in forestry and wildlife, natural resource development, land and water conservation, and marine fisheries. This year, 657 Merrimack County residents received one-on-one education from woodlot visits, telephone calls, and email correspondence.

At least 935 County residents participated in many educational events: emerald ash borer educational workshops, geospatial technology training (GIS), N.H. Maple, N.H. Land Trust Coalition work, Speaking for

Wildlife talks, Stewardship Network, Forest Health workshops, and forest management services. This year's educational offerings were augmented by virtual meetings and webinars to comply the COVID-19 restrictions and these virtual events will continue next year. Volunteers from the N.H. Coverts project and the Natural Resource Stewards program contributed nearly 3,100 hours conserving and managing natural resources in Merrimack County.

Community and Economic Development (CED): The CED team provides programming and technical assistance to communities, businesses, and nonprofit organizations around New Hampshire. The CED team's work focuses on revitalizing main streets, retaining and growing local businesses, supporting entrepreneurs and innovators, improving quality of life, and leveraging tourism and the recreation economy. Central to the CED team's work is engaging individuals from throughout the community in developing a vision, designing an approach, and moving to action.

The CED team had a busy 2020 in Merrimack County. They played a key role revitalizing a portion of the former Beede Electric Building in Penacook and launching an 8,500 sq. ft. makerspace and shared workspace to increase entrepreneurship and innovation in the region. They worked with Northfield to launch the Foothills Foundation, an organization that plans to make the area a hub for mountain biking and recreation through collaboration, promotion, and trail building. They spearheaded a range of events to increase entrepreneurship and spur business growth, including 1 Million Cups Central NH, Twin State Innovation, the Community Changemaker Challenge, and the Connecting Entrepreneurial Communities Conference.

4-H/Youth & Family: 4-H is the youth educational program of the University of New Hampshire and Cooperative Extension. 4-H partners caring adults with youth between the ages of 5-18 who then engage in hands on educational opportunities. These members are involved in project areas based around agri-science, healthy living, and civic engagement. Currently Merrimack County has close to 300 adults and youth involved in our County 4-H program and Extension supports and recognizes these volunteers and youth in their efforts and accomplishments.

Members in 4-H take their learned project areas and then participate in County and State communication events, as well as fairs, where they demonstrate what they've learned. Members also have opportunities to grow further as they attend regional events where they take on larger leadership roles. 4-H members are also involved in many service-learning projects, as we demonstrate, and require youth to give back to their communities. With the support of caring adults and the University, 4-H Youth Development programs provide opportunities to enable youth to develop life skills they need to become caring and contributing citizens. In 4-H, we aim to strengthen, nurture and build confident independent young people. In 4-H we grow true leaders, so that one day they can go forward to positively make a difference in the world around them.

Nutrition Connections: Nutrition Connections is a no-cost, hands-on nutrition education program that provides limited-resource families the knowledge and skills they need for better health. Despite the effects of Covid-19, in Merrimack County, 42 adults received nutrition education either in a series or a single session. Nutrition Connections also reached 232 children in local schools and Head Starts and an additional 127 in a local park and rec program. Two school districts received assistance with their school wellness committees and assistance with updating and implementing their local school wellness policies. Three schools continued implementing changes they learned from the Smarter Lunchroom Movement, a program that provides schools with the knowledge, motivation, and resources needed to build a lunchroom environment that makes healthy food choices the easy choice. Because the senior audience could not be reached during Covid-19, a senior newsletter was created and sent to five senior agencies and senior housing complexes. Nutrition Connections worked with three food pantries by providing resources such as recipes, taste testing, and food demos. All these programs help participants make healthier food choices.

Youth & Family Resiliency: Melissa Lee, Field Specialist and Certified Prevention Specialist provides information, programs and training grounded in research to help young people and their families succeed and thrive, such as Youth Mental Health First Aid Training and community coalition development. Melissa is

working collaboratively with schools and public health partners to increase prevention and early intervention for mental health and wellness and substance misuse in communities.

We would like to take this opportunity to thank the 14 community members from all over Merrimack County who served on our Advisory Council during 2021:

Ayi D’Almeida, *Concord*; Larry Ballin, *New London*; Janine Condi, *Penacook*; Mark Cowdrey, *Andover*; Chip Donnelly, *Dunbarton*; Ken Koerber, *Dunbarton*; Josh Marshall, *Canterbury*; Jill McCullough, *Canterbury*; Tim Meeh, *Canterbury*; Page Poole, *Canterbury*; Chuck & Diane Souther, *Concord*; Anya Twarog, *Franklin*; and Merrimack County Commissioner, Stuart Trachy.

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

Our office is located at 315 Daniel Webster Hwy, Boscawen, NH 03303. Please give us a call at **(603) 255-3556**, M-F, 8:00 a.m. to 4:00 p.m.

<https://extension.unh.edu/facility/merrimack-county-office>

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COUNTY OF MERRIMACK, NEW HAMPSHIRE

**Statement of Revenues, Expenditures and
Changes in Fund Balances
Governmental Funds
Year Ended December 31, 2021**

	General Fund	Federal Grants	Nonmajor Governmental Funds	Total Governmental Funds
Revenues				
Assessments	\$ 46,639,774	\$ -	\$ -	\$ 46,639,774
Charges for services	5,682,616	-	62,438	5,745,054
Intergovernmental	4,005,324	-	-	4,005,324
Nursing home revenues	27,673,592	-	-	27,673,592
Miscellaneous	2,326,926	5,780,846	80,537	8,188,309
Total revenues	86,328,232	5,780,846	142,975	92,252,053
Expenditures				
Purchasing	331,351	-	-	331,351
Information technology	651,807	-	-	651,807
Pretrial diversion	1,060,450	-	-	1,060,450
Delegation & Commissioners	45,875	-	-	45,875
Administration	1,158,302	-	-	1,158,302
Finance	526,650	-	-	526,650
County attorney	3,242,857	-	-	3,242,857
Register of deeds	717,183	-	-	717,183
Court security	865,248	-	-	865,248
Sheriff's department	2,539,906	-	-	2,539,906
Dispatch	900,879	-	-	900,879
Gerrish Manor	1,084,429	-	-	1,084,429
Human services	15,936,729	-	-	15,936,729
Department of corrections	14,314,312	-	-	14,314,312
MMC facilities	3,532,823	-	-	3,532,823
Health agencies	448,887	-	-	448,887
Nursing home administration	30,062,301	-	-	30,062,301
Debt service	5,014,739	-	-	5,014,739
Capital outlay	299,673	-	46,026	345,699
Miscellaneous	2,116,011	5,947,068	48,168	8,111,247
Total expenditures	84,850,412	5,947,068	94,194	90,891,674
Revenue over (under) expenditures	1,477,820	(166,222)	48,781	1,360,379
Other Financing Sources (Uses)				
Proceeds from long term debt	15,330,000	-	-	15,330,000
Bond premiums - refunding bonds	2,318,996	-	-	2,318,996
Payment to refunding bond escrow agent	(17,648,996)	-	-	(17,648,996)
Transfers in	-	166,222	4,906	171,128
Transfers out	(171,128)	-	-	(171,128)
Total other financing sources (uses)	(171,128)	166,222	4,906	-
Net change in fund balances	1,306,692	-	53,687	1,360,379
Fund balance, beginning	19,450,932	-	436,810	19,887,742
Fund balance, ending	\$ 20,757,624	\$ -	\$ 490,497	\$ 21,248,121

The accompanying notes to the basic financial statements are an integral part of this statement.

COUNTY OF MERRIMACK, NEW HAMPSHIRE

**Reconciliation of the Statement of Revenues, Expenditures and Changes
in Fund Balances of Governmental Funds to the Statement of Activities
Year Ended December 31, 2021**

Total Net Change in Fund Balances - Governmental Funds	\$ 1,360,379	
Amounts reported for governmental activities in the statement of activities are different because:		
Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.		
Capital outlays	\$ 979,049	
Depreciation expense	(5,413,255)	
Gain (Loss) on disposal of assets	<u>(48,102)</u>	(4,482,308)
Bond proceeds provide current financial resources to governmental funds, but increase long-term liabilities in the statement of net assets.		
		(15,330,000)
Repayment of bond and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.		
Principal on bonds, including payment to refunding bond escrow	19,260,000	
Principal on capital leases	<u>25,911</u>	19,285,911
Interest on long-term liabilities in the statement of activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due. In the statement of activities, however, interest expense is accrued.		
Change in accrued interest (increase) decrease		33,148
In the statement of activities, certain operating expenses are measured by the amounts earned/used during the year. In governmental funds, however, expenditures for these items are measured by the amount of financial resources used.		
Compensated absences (increase) decrease	(140,570)	
OPEB obligation (increase) decrease	2,683,070	
Net pension liability (increase) decrease	<u>19,758,548</u>	22,301,048
The change in deferred inflows and outflows of resources related to long term liabilities are reported against pension expense and other financing uses in the governmental activities.		
Deferred inflows - pension (increase) decrease	(11,074,720)	
Deferred inflows - debt refinance (increase) decrease	(88,610)	
Deferred inflows - OPEB (increase) decrease	(2,548,859)	
Deferred outflows - pension increase (decrease)	<u>(10,606,579)</u>	<u>(24,318,768)</u>
Change in Net Position of Governmental Activities		\$ <u>(1,150,590)</u>

The accompanying notes to the basic financial statements are an integral part of this statement.

COUNTY OF MERRIMACK, NEW HAMPSHIRE**Statement of Net Position
Fiduciary Funds
December 31, 2021**

	Total Private Purpose Trusts	Total Custodial Funds	Total Fiduciary Funds
Assets			
Cash and cash equivalents	\$ 161,652	\$ 2,354,531	\$ 2,516,183
Receivables, net	2,020	419,206	421,226
Due from other funds	-	13,248	13,248
Total assets	<u>163,672</u>	<u>2,786,985</u>	<u>2,950,657</u>
Liabilities			
Accounts payable	4,573	-	4,573
Due to other funds	<u>13,078</u>	<u>-</u>	<u>13,078</u>
Total liabilities	<u>17,651</u>	<u>-</u>	<u>17,651</u>
Net Position			
Restricted for:			
Individuals and organizations	<u>146,021</u>	<u>2,786,985</u>	<u>2,933,006</u>
Total net position	<u>\$ 146,021</u>	<u>\$ 2,786,985</u>	<u>\$ 2,933,006</u>

The accompanying notes to the basic financial statements are an integral part of this statement.