

**County of Belknap
New Hampshire**

2010 Report of the Belknap County Commissioners

For the Year Ending December 31, 2010

Board of Commissioners



Christopher D. Boothby, Chairman
Meredith, NH
District #3 Commissioner
Alton, Center Harbor, Gilford, Meredith, New Hampton



Edward D. Philpot, Jr., Vice Chairman
Laconia, NH
District #1 Commissioner
Laconia



Richard W. Long, Clerk
Belmont, NH
District #2 Commissioner
Barnstead, Belmont, Gilmanton, Sanborton, Tilton



Belknap County Seal

The seal of Belknap County was commissioned in the latter part of 1976, the year of our nation's bicentennial, and adopted in February of 1977. Designed and executed by Mr. Norman M. Dexter of Nashua, who donated his services to Belknap County, the seal includes several symbols important to the county and its history.

Depicted on the waters of Lake Winnepesaukee, the largest body of fresh water in the northeast (which touches the shores of just about every town and city in the county) is the old paddle wheeler Mount Washington. The Mount graced the Big Lake until 1939, when it was destroyed by fire. Yet, to this day it continues to serve as a symbol of the grace, dignity and unique New England character for which the people and the area are known throughout the country. It could be said that the Mount stands for the commerce the Lake has provided for our people, going back to the fishing days of the Indians; for the many recreation and leisure time activities the county has offered its many visitors from throughout the world; and for the great creativity with which the people of Belknap County have used these natural resources to their ultimate advantage and prosperity.

The rising sun – a symbol of hope and renewal as well as the blessings of a patient, graceful Providence – is shown bursting forth over the Mount Belknap, which lies just east of the center in the county. The Mountain is named for Dr. Jeremy Belknap, noted historian, clergyman, and naturalist, after whom the county was named in 1840. Dr. Belknap wrote the first history of New Hampshire, pastored the First Congregational Church at Dover (1766-1786), and founded the Massachusetts Historical Society in 1794.

Originally part of the Strafford County, the County of Belknap was formed by Legislative act in December 1840.

Belknap County, New Hampshire HISTORY

Form of Government: The County of Belknap, New Hampshire, was established in 1840 under the laws of the State of New Hampshire.

The seat of Belknap County is based in Laconia and provides support to the citizens of ten towns and one city in the form of the following services: Citizens Council on Children and Families, Corrections Facility, County Attorney, Finance, Human Services, Registry of Deeds, Juvenile Restorative Justice, Maintenance, Nursing Home and Sheriff's Department.

The county operates under the Commissioners (Executive Branch consisting of three elected Commissioners) and Convention (Legislative Branch consisting of 18 elected Representatives) form of Government and provides services as authorized by the State statute.

The three member Board of Commissioners (as mandated by New Hampshire Statute RSA 28) are part time elected officials responsible for overall supervision, custody and care of all county departments, buildings and land, and have budgetary oversight of all county expenditures. They are elected into staggered four and two-year terms by the voters of the districts each are assigned to. The annual county budget is prepared by the Commissioners and Department Heads and submitted to the County Convention for final approval.

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2010 Belknap County Officers

COMMISSIONERS

Christopher D. Boothby, Chairman – Meredith
Edward D. Philpot, Jr., Vice-Chairman – Laconia
Richard W. Long, Clerk – Belmont

COUNTY ADMINISTRATOR

Debra A. Shackett - Gilmanton

COUNTY TREASURER

Michael G. Muzzey – Laconia

COUNTY ATTORNEY

James Carroll - Laconia

SHERIFF

Craig Wiggin - Meredith

REGISTRAR OF DEEDS

Barbara R. Luther - Laconia

SUPERINTENDENT OF THE DEPARTMENT OF CORRECTIONS

Daniel P. Ward, Sr. - Pittsfield

YOUTH SERVICES PROGRAM DIRECTOR

Brian J. Loanes - Belmont

NURSING HOME ADMINISTRATOR

Courtney Marshall – Grantham

HUMAN RESOURCES DIRECTOR

Norman C. O'Neil – Laconia

DIRECTOR OF MAINTENANCE

Harold Powell - Alton

CLERK OF SUPERIOR COURT

James I. Peale – Laconia

JUDGE OF PROBATE

Christina M. O'Neil – Laconia

REGISTRAR OF PROBATE

Karen H. Brickner – Laconia

COUNTY CHIEF MEDICAL EXAMINER

Thomas A. Andrew – C.M.E.

COUNTY CHAPLAIN

Reverend Edward Bastille

**January - November 2010
Belknap County Delegation
(Legislative Delegation) (18)**

District No. 1

Center Harbor, New Hampton (1)

Francine Wendelboe (r) – New Hampton

District No. 2

Sanbornton, Tilton (2)

Dennis Fields (r) – Sanbornton

Elizabeth “Liz” Merry (d) - Sanbornton

District No. 3

Meredith (2)

Kate Miller (d)

Stephen H. Nedeau (r)

District No. 4

Laconia (5)

Judith Reeve (d)

Donald H. Flanders (r)

Beth Arsenault (d)

Richard Stuart (d)

John Veazey (r)

District No. 5

Alton, Barnstead, Belmont, Gilford (7)

Elaine Swinford (r) – Center Barnstead

Laurie J. Boyce (r) - Alton

Peter Bolster (r) - Alton

Alida I. Millham (r) - Gilford

James P. Pilliod (r) - Belmont

William Johnson (d) – Gilford

Jeffrey St. Cyr (r) - Alton

District No. 6

Gilmanton (1)

David H. Russell (r) – Gilmanton Iron Works

Executive Committee

Stephen Nedeau – Alida Millham

David Russell – Donald Flanders

Jim Pilliod – Elizabeth Merry – Beth Arsenault

Belknap County Directory

Board of Commissioners	527-5400
Chairman: Christopher D. Boothby, 34 County Drive, Laconia, NH 03246	Fax: 527-5409
Vice Chairman: Edward D. Philpot, 34 County Drive, Laconia, NH 03246	
Clerk: Richard W. Long, 34 County Drive, Laconia, NH 03246	
Treasurer	527-5400
Michael G. Muzzey, 34 County Drive, Laconia, NH 03246	Fax: 527-5409
County Administrator	527-5400
Debra A. Shackett, 34 County Drive, Laconia, NH 03246	Fax: 527-5409
County Attorney	527-5440
Carley Ahern, Interim County Atty, 64 Court St. Laconia, NH 03246	Fax: 527-5449
Registrar of Deeds	527-5420
Barbara Luther, 64 Court Street, Laconia, NH 03246	Fax: 527-5429
Sheriff	527-5454
Craig Wiggin, 42 County Drive, Laconia, NH 03246	Fax: 527-5469
Corrections Superintendent	527-5480
Daniel P. Ward Sr., 76 County Drive, Laconia, NH 03246	Fax: 527-5489
Youth Services Director	527-5493
Brian J. Loanes, 64 Court Street, Laconia, NH 03246	Fax: 527-5498
Director of Maintenance	527-5490
Harold Powell, 64 Court Street, Laconia, NH 03246	Fax: 527-5449
Nursing Home Administrator	527-5410
Courtney Marshall, 30 County Drive, Laconia, NH 03246	Fax: 527-5419
Human Resources Director	527-5400
Norman C. O'Neil, 34 County Drive, Laconia, NH 03246	Fax: 527-5409
UNH Cooperative Extension Administrator	527-5475
Sue Cagle, 36 County Drive, Laconia, NH 03246	Fax: 527-5477
Conservation District Director	527-5880
Lisa Morin, 719 North Main Street, Room #203, Laconia, NH 03246	Fax: 528-8783
Economic Development Council Executive Director	524-3057
VACANT, Southern Univ. Bldg., 2 Airport Road, Gilford, NH 03249	Fax: 524-0314

Belknap County Commissioners Report for 2010

The Board of Commissioners found the year 2010 to be both challenging and exciting at the same time. With the continued down economy, Belknap County had to work even harder to strive for more efficiencies and consolidation throughout the organizational structure of the county. In an effort to consolidate finance operations, an administrative team met throughout the year to reduce staff and personnel costs in the Nursing Home. This was done without impacting the quality of care for the Nursing Home residents and provided the savings necessary to fund a county wide Finance Director. It is anticipated that this sort of cooperative departmental review will continue next year.

The Commissioners and the County Administrator continued the “County Conversations” process in the summer of 2010 with the goal to visit each and every town and the city within Belknap County. We met with each of their governing bodies and had invaluable discussions in an effort to reach out, and obtain feedback on the future role of county government and what the county could do moving forward. There were many common themes that emerged as we traveled through the county; regionalization of services was again the top item of discussion, opportunities for cooperative purchasing and a general request for leadership at the county level. The process concluded with a community forum, where we reviewed the information gathered and discussed approaches for continued brain storming. We consider these “County Conversations” to be a great networking tool and value the opportunity for direct, open interaction and the chance to receive valuable feedback.

Belknap County had the prestigious honor of hosting the 2010 New Hampshire Association of Counties Annual Conference. This two day conference provides training, networking and various resources to all county employees and officials. A lot of work and planning went into making this event a huge success. The Commissioners are proud to announce that some of our Belknap County employees were honored as recipients of the annual awards for 2010. The County Team Award was given to honor all of the Belknap County Department Heads. They have done an exemplary job in working together to manage county business and they are as follows: Courtney Marshall, Craig Wiggin, Brian Loanes, Norman O’Neil, James Carroll, Barbara Luther, Daniel Ward, Harold Powell and Debra Shackett. The second award was for County Nursing Home Employee of the year. This honor was awarded to Alice Petell, LNA. Alice has worked for the county for 21 years. The third award was for County Administrator of the Year. This prestigious award went to Debra A. Shackett, County Administrator. We are very proud of them all!

In our effort to keep up with the changing world of technology and transparency we realized the need to jump into the ever changing technological business world. In May of 2010, Belknap County launched a new website. Please visit us at www.belknapcounty.org. We are always open for suggestions on how we can improve upon this site and welcome any feedback.

In addition, the County also formed, for the first time, an Information Technology Committee. This committee consists of members from each and every department in the County with a combination of management and staff. This committee hit the ground running and has their work cut out for them. Belknap County put their IT services out to bid in 2010 and awarded the contract to Mainstay Technologies of Laconia, NH. Since then, the county has been updating and securing our equipment and software. Several large projects are under way. Upon recommendation of the IT committee, the county has researched and intends to purchase a VOIP telephone system in 2011 to replace several independent systems, some that are well beyond their useful life. Another project that is underway is a county wide server upgrade to a virtual server structure. This will build the county's infrastructure leading to better technology, considerably decrease daily computer issues and serve as a tool for updating security and increased efficiency all around. We are very excited to embrace technology as it dictates the everyday work of almost every county employee. Next to our human resources, technology is our greatest asset.

The Commissioners are happy to announce the hiring of Mr. Daniel P. Ward, Sr. in January of 2010 as Superintendent of the Department of Corrections. The county conducted a national search and was thrilled when they found that the top candidate was from right here in New Hampshire. Superintendent Ward has been a fantastic addition to the Belknap County Management team. He has a lot of enthusiasm and innovative ideas for the Department of Corrections operations and has the energy to see them through. Exciting changes will be taking place moving forward. It is a priority of this commission to address various items at the jail regarding space, security, etc. A number of these recommendations were made in the county wide facilities analysis report. Some need to be addressed immediately while others will be in the near future including significant building improvements. We are confident Superintendent Ward will lead the Corrections Department through these challenges!

Commissioner Richard W. Long decided to not seek re-election in November. Mr. Long was appointed Commissioner in November of 2006 upon the passing of former Commissioner, Gordon Bartlett. Commissioner Long was then elected by the people in 2008 and served until his term expired on December 31, 2010. Com-

missioner Long was a true asset to the board with his Yankee simplicity mixed with his open mindedness. He was not afraid to speak openly to arrive at the best solution. He had the people's interest at the forefront of his thoughts and decisions always. On behalf of the Citizen's of Belknap County, thank you for your years of service Richard.

Commissioner Christopher D. Boothby served for 12 years in Belknap County after being elected by the people in November of 1998. Christopher helped navigate many changes at Belknap County and was a big advocate for the County at the state level. Commissioner Boothby was a member of the New Hampshire Association of Counties during his tenure as Commissioner and served as the President for two years. Christopher had a direct approach in doing the people's business and was always very conscious of the bottom line. He held people accountable and always strived for efficiencies in county government. He took this role very seriously and strived for county government to be brought to the public to educate them on who we are and what we do. Commissioner Boothby had many considerable accomplishments during his tenure including the discount prescription drug cards for residents, serving as president of the NHAC, developing and implementing Restorative Justice and Citizen's Council as county departments to name a few. Commissioner Boothby established solid public relations in his effort to inform the public regularly of who we are and what we do and encouraging them to be involved. Commissioner Boothby was the chairman of the Board of Commissioners when his term concluded on December 31, 2010. On behalf of the Citizen's of Belknap County, thank you for your years of service Christopher.

The Commissioners would like to thank the Department Heads and all County employees for rising to the challenges that we face on a daily basis, especially in these tough economic times. For coming together to work more efficiently and for handling themselves with professionalism and integrity. Our Belknap County team is committed, dedicated and professional and we are proud of them. We wish to acknowledge the County Delegation members and thank them for their ongoing support over the last year. We enjoy a professional relationship as we do the work for which we were elected to do. Thank you.

The 2010 Belknap County Board of Commissioners;

Christopher Boothby, Chairman
Edward Philpot, Vice Chairman
Richard Long, Clerk

STATEMENT OF COUNTY APPROPRIATIONS AND REVENUE AS VOTED

For: Belknap County

DATE OF CONVENTION: 3/15/2010

Mailing Address: 34 County Drive, Laconia NH 03246

Phone #: 527-5400 Fax #: 527-5409 E-Mail: dshackett@belknapcounty.org

Prepared by: Debra Shackett

This form is also to be used to report the voted appropriations, as required under RSA 24:24, to the Secretary of State and to the Commissioner of the Department of Revenue Administration. It is due by September 1 per RSA 21-J:34.

CERTIFICATE OF VOTE

This is to certify that the appropriations entered on this form are those voted by the county convention.

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.


Chairperson


Clerk of County Convention

This form is available on our website: www.nh.gov/revenue

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL SERVICES DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397

1	2	3	4
Acct.#	APPROPRIATIONS	Appropriations as Voted	DRA USE
GENERAL GOVERNMENT		xxxxxxxxxx	xxxxxxxxxx
4110	County Convention Costs	9,000	
4120	Judicial		
4122	Jury Costs		
4123	County Attorney's Office	561,025	
4124	Victim Witness Advocacy Program	59,000	
4130	Executive	429,361	
4150	Financial Administration	278,961	
4151	Treasurer	3,961	
4153	Other Legal Costs	25,000	
4155	Personnel Administration		
4191	Planning and Zoning for Uninc.Places		
4192	Medical Examiner	12,000	
4193	Register of Deeds	502,427	
4194	Maintenance of Government Bldg.	1,908,179	
	Other (Youth Services + Contingency)	293,274	
PUBLIC SAFETY		xxxxxxxxxx	xxxxxxxxxx
4211	Sheriff's Department	1,995,305	
4212	Custody of Prisoners		
4214	Sheriff's Support Services		
4219	Other Public Safety		
CORRECTIONS		xxxxxxxxxx	xxxxxxxxxx
4230	Corrections	2,991,891	
4235	Adult Probation and Parole		
4300	County Farm Expense	4,500	
COUNTY NURSING HOME		xxxxxxxxxx	xxxxxxxxxx
4411	Administration	11,281,724	
4412	Operating Expense		
4439	Other Health		

20355608.26

MS-42

Budget - County of Belknap

FY 12/31/2010

1	2	3
Acct.#	SOURCES OF REVENUES	Estimated Revenue Ensuing Fiscal Year
ASSESSMENTS/TAXES		xxxxxxxxxx
3110	Property Taxes Levied for Unincorporated Places	-
3120	Land Use Change Taxes for Unincorporated Places	
3180	Resident Taxes for Unincorporated Places	
3185	Yield Taxes for Unincorporated Places	
3186	Payments in Lieu of Taxes for Unincorporated Places	
3187	Payments in Lieu of Taxes	
3189	Other Taxes	
3191	Penalties on Delinquent Municipal Assessments	
3200	Licenses, Permits, and Fees - Gunstock Agreement	150,000
		xxxxxxxxxx
3319	REVENUE FROM THE FEDERAL GOVERNMENT (EECBG)	400,000
REVENUE FROM THE STATE OF NH		xxxxxxxxxx
3351	Shared Revenue for Unincorporated Places	
3352	Incentive Funds	15,875
3354	Water Pollution Grants	
3355	Housing and Community Development	
3356	State & Fed. Forest Land Reim. in Unincorporated Places	
3359	Other (Human Services - Recoveries)	20,000
3379	INTERGOVERNMENTAL REVENUES	
REVENUES FROM CHARGES FOR SERVICES		xxxxxxxxxx
3401	Sheriff's Department	305,500
3402	Register of Deeds	852,000
3403	County Corrections	75,600
3404	County Nursing Homes	11,281,724
3405	County Farm	
3407	Maintenance Department	
3409	Other (Specify) - County Attorney's Grants & misc.	55,900
REVENUE FROM MISCELLANEOUS SOURCES		xxxxxxxxxx
3501	Sale of County Property	
3502	Interest on Investments	5,000
3503	Rents of Property	259,229
3508	Contributions and Donations	
350_	Other (Youth Services)	43,500
350_	Other (Admin - misc.)	20,000

13484328

Budget - County of Belknap FY 12/31/2010

1	2	3
Acct.#	SOURCES OF REVENUES	Estimated Revenue Ensuing Fiscal Year
OTHER FINANCIAL SOURCES		XXXXXXXXXX
3912	Transfer from Special Revenue Funds	
3913	Transfer from Capital Projects Funds	
3914	Transfer from Proprietary Funds	
3915	Transfer from Capital Reserve Funds	
3916	Transfer from Trust and Agency Funds	
3934	Proceeds from Long-Term Notes/Bonds	
	ESTIMATED REVENUE SUBTOTAL	13,484,328
	FUND BALANCE TO REDUCE TAX RATE	2,433,465
	TOTAL ESTIMATED REVENUES	15,917,793

BUDGET SUMMARY

Total Voted Appropriations		30,251,180
Total Revenues		15,917,793
Amount Certified to be Raised by Taxes		<u>14,333,387</u>

INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
County of Belknap, New Hampshire

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the County of Belknap, New Hampshire (the County) as of and for the year ended December 31, 2009, which collectively comprise the County's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As discussed in Note 2 to the financial statements, management has not recorded a liability for other post-employment benefits in governmental and business-type activities and, accordingly, has not recorded an expense for the current period change in that liability. Accounting principles generally accepted in the United States of America require that other post-employment benefits attributable to employee services already rendered and that are not contingent on a specific event that is outside the control of the employer and employee be accrued as liabilities and expenses as employees earn the rights to the benefits, which would increase the liabilities, reduce the net assets, and change the expenses of the governmental and business-type activities. The amount by which this departure would affect the liabilities, net assets, and expenses of the governmental and business-type activities is not reasonably determinable.

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statements referred to previously do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the respective financial position of the governmental and business-type activities of the County of Belknap, New Hampshire, as of December 31, 2009, or the respective changes in financial position and cash flows, where applicable, thereof for the year then ended.

In addition, in our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the discretely presented component unit, each major governmental fund and the aggregate remaining fund information of the County of Belknap, New Hampshire as of December 31, 2009, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and the budgetary comparison information on pages ix and 30-31, respectively, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of

measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the County of Belknap, New Hampshire's basic financial statements. The combining nonmajor fund and fiduciary fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining nonmajor fund and fiduciary fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects, in relation to the basic financial statements taken as a whole.

Vaughan Clarke & Company PC

September 9, 2010

EXHIBIT C
COUNTY OF BELKNAP, NEW HAMPSHIRE
Balance Sheet
Governmental Funds
December 31, 2009

	General Fund	Other Governmental Funds	Total Governmental Funds
ASSETS			
Cash and cash equivalents	\$ 3,770,374	\$ 3,372	\$ 3,773,746
Investments	53,593		53,593
Accounts receivable	126,835		126,835
Due from other governments	383,192	100,592	483,784
Due from other funds	3,196,885		3,196,885
Restricted cash and investments	62,222		62,222
Total Assets	<u>\$ 7,593,101</u>	<u>\$ 103,964</u>	<u>\$ 7,697,065</u>
LIABILITIES			
Accounts payable	\$ 153,377		\$ 153,377
Accrued expenses	374,185		374,185
Deferred revenue	25,000		25,000
Due to other governments	430,739	\$ 84,592	515,331
Due to other funds		16,063	16,063
Payable from restricted assets	62,222		62,222
Total Liabilities	<u>1,045,523</u>	<u>100,655</u>	<u>1,146,178</u>
FUND BALANCES			
Unreserved, reported in:			
General fund	6,547,578		6,547,578
Special revenue funds		3,309	3,309
Total Fund Balances	<u>6,547,578</u>	<u>3,309</u>	<u>6,550,887</u>
Total Liabilities and Fund Balances	<u>\$ 7,593,101</u>	<u>\$ 103,964</u>	

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

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds 3,725,210

Revenues are recognized on an accrual basis in the statement of net assets, not the modified accrual basis 25,000

Deferred debt expense is recognized on an accrual basis in the statement of net assets, not the modified accrual basis 5,895

Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. Long-term liabilities at year end consist of:

Capital leases payable (34,610)
Bonds payable (1,088,064)
Other long-term obligations (109,750)
Accrued interest on long-term obligations (16,027)
Compensated absences (207,398)

Net assets of governmental activities \$ 8,851,143

See accompanying notes to the basic financial statements

SCHEDULE 1
COUNTY OF BELKNAP, NEW HAMPSHIRE
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual (Budgetary Basis) - General Fund
For the Year Ended December 31, 2009

	Budgeted Amounts			Variance with Final Budget - Favorable (Unfavorable)
	Original	Final	Actual Amounts	
Revenues:				
Taxes	\$ 14,394,060	\$ 14,394,060	\$ 14,394,060	\$ -
Intergovernmental	314,230	314,230	1,263,660	949,430
Charges for services	1,270,000	1,270,000	1,259,385	(10,615)
Interest income	67,000	67,000	6,098	(60,902)
Miscellaneous	<u>382,678</u>	<u>382,678</u>	<u>508,619</u>	<u>125,941</u>
Total Revenues	<u>16,427,968</u>	<u>16,427,968</u>	<u>17,431,822</u>	<u>1,003,854</u>
Expenditures:				
Current:				
General government	2,693,303	2,693,303	2,387,821	305,482
Public safety	5,804,219	5,804,219	5,736,642	67,577
Health and welfare	5,322,229	5,322,229	4,271,554	1,050,675
Education and Social Service Agencies	323,962	323,962	323,962	-
Debt service:				
Principal retirement	123,000	123,000	123,000	-
Interest and fiscal charges	<u>165,576</u>	<u>165,576</u>	<u>171,804</u>	<u>(6,228)</u>
Total Expenditures	<u>14,432,289</u>	<u>14,432,289</u>	<u>13,014,783</u>	<u>1,417,506</u>
Excess revenues over expenditures	<u>1,995,679</u>	<u>1,995,679</u>	<u>4,417,039</u>	<u>2,421,360</u>
Other financing sources (uses):				
Transfers in	150,000	150,000	322,641	172,641
Transfers out	<u>(3,195,679)</u>	<u>(3,195,679)</u>	<u>(2,229,831)</u>	<u>965,848</u>
Total other financing sources (uses)	<u>(3,045,679)</u>	<u>(3,045,679)</u>	<u>(1,907,190)</u>	<u>1,138,489</u>
Net change in fund balance	(1,050,000)	(1,050,000)	2,509,849	3,559,849
Fund balance at beginning of year				
- Budgetary Basis	<u>4,037,729</u>	<u>4,037,729</u>	<u>4,037,729</u>	<u>-</u>
Fund balance at end of year				
- Budgetary Basis	<u>\$ 2,987,729</u>	<u>\$ 2,987,729</u>	<u>\$ 6,547,578</u>	<u>\$ 3,559,849</u>

See accompanying notes to the required supplementary information

Report of the Belknap County Attorney - 2010

To the Honorable Commissioners, the Legislative Delegation of Belknap County and the Taxpayers of Belknap County:

It is an honor to serve the citizens in Belknap County as the interim County Attorney. In 2010, James Carroll was appointed by the Governor of New Hampshire to serve as a District Court judge. Judge Carroll was sworn into his new position on January 12, 2011. Through most of 2010, the citizens of Belknap County had three diligent and effective attorneys representing Belknap County and the State of New Hampshire. Assistant County Attorney Erin Barnes resigned from her position in October of 2010. Attorney Stacey Kaelin was hired in December of 2010 as a new assistant county attorney.

The citizens of Belknap County should feel well protected by the men and women of law enforcement agencies of the different communities, as well as the men and women of the Belknap County Sheriff's Department, the New Hampshire State Police, the New Hampshire Marine Patrol, and the New Hampshire Fish and Game Officers. These agencies worked in unison with the County Attorney's Office to provide protection, intervention, and prevention powers so that the communities of the county retain their safety and welfare.

Although the County of Belknap is not immune to the dangers of violent crime and substance abuse fueled by drug dealing, the men and women of Belknap County in law enforcement are fighting the good fight with professionalism, proficiency, and a high-level of competence.

The Belknap County Attorney's Office offers 24/7 response to the needs of area agencies, from advise on police procedures in solving crimes, support in prosecuting not only cases that will be in the County Attorney's office, but also to support those agencies at the District Court level, and dealing with a plethora of other civil and criminal issues.

The Belknap County Attorney's Office provided legal support to the Belknap County Legislative Delegation in providing legal advice and legal responses to pending civil litigation involving allegations made adversely to the Delegation over the approval of and expenditure of grant monies.

For the year, 2010, the County Attorney and two assistant County Attorneys served the people of Belknap. During the year 2010, the office presented 704 Indictments to Grand Juries sitting every six weeks. That presentation occurred after the Office reviewed approximately 782 felony referrals from local law enforcement agencies. Once again, this high number of indictments established the most docketed cases in the Court's recent memory. Each year we continue to increase in the number of indictments we present.

The Grand Jury process is used primarily for the review of indictments by a group of peers, citizens of the County, to insure that there is probable cause to implement the criminal process against an individual in the Superior Court. The indictment, itself, is only the mechanism to implement the process.

Although the Grand Jury process is primarily utilized for the purposes of that above review, the process is also utilized to review and to assist investigations, which may be ongoing. The County Attorney's office did utilize that investigative authority during the year 2010.

The County Attorney's Office is constantly available to the State Medical Examiners for consults on untimely deaths. The County Attorney was consulted directly on 65 occasions. Of central issue in these notices, is whether or not there is suspicion surrounding the passing of an individual. An extraordinary spike has been observed in the untimely deaths of young people in our communities. Many of these passings were causally related to drug overdoses. There has been a need to amend our investigative approaches to these untimely deaths from the outset. What had previously been viewed as plainly untimely are now crime scenes and need to be preserved for continued investigation.

The Office also handled 115 Probation Violations. Although the Probation Officers file the violations in court, the Office represents the Probation Officers in the litigation. Probation violations are proceedings in court of defendants who have been placed on Probation following the dispositions of their cases in court. There is a wide range of events which may cause a violation of probation to be presented to the Court - further criminal behaviors by the Defendant, failures of the Defendants to maintain their rehabilitative efforts, etc.

The Office handled 15 misdemeanor appeals. The criminal justice system in New Hampshire accords a defendant an opportunity to a jury trial upon a finding of guilty in the District Court after a bench trial before a judge.

The Belknap County's victim/witness coordinator continues to work with victims and witnesses from pre-indictment stages of a case, through trial and beyond for each of our cases. The coordinator works directly with the prosecution team as the trial proceeds and maintains the highest level of communication with victims and witnesses. Long after the trials have ended, the coordinator continues to monitor the parole processes of defendants and notices the defendant's victims of such developments. The coordinator is also critical to the maintaining accurate restitution figures and communicating with probation and parole to insure the flow of restitution.

It has been the County Attorney's desire to maintain our attorneys' connection with the community. The Victim/Witness advocate continues to devote volunteer time with the Child Advocacy Center at the Community Action Program building

on Route 106 in Laconia. The Center offers a unified and coordinated interview process of victims without the former multiple interviews that befell the investigative process. The present interview system is a team approach with members of law enforcement investigative teams, members of the NH Division of Children, Youth and Families, and members of the prosecution team at the County Attorney's office. Assistant County Attorney Carley Ahern serves on the Board of Directors for the Center.

Further, the County Attorney continued his dedication to the youth needs of the region with a present focus at creating a region wide model of providing pre-trial services. He is also serving upon a committee, which is addressing the question of a need for additional mental health considerations for our citizens whose behaviors become troubling.

After the Academy Program was closed in 2009, the County Attorney started the Adult Diversion Program as an alternative disposition process for first time adult offenders. The prosecutor handling the case refers adult defendants with no criminal record or a minimal criminal record to the Adult Diversion program. After a payment of a fee, the defendant engages in a program that is comprised of community service, counseling, and education courses. Upon successful completion of the program, and upon payment of any restitution owed to a victim, the defendant graduates from diversion, without a felony conviction, with skills to positively apply upon their return to the community.

The Department Of Corrections eliminated the case technicians who have been generally charged with supervising pretrial services and restitution monitoring. This has been a great loss to the Belknap County Attorney's Office. In response to these losses and mindful of responsibilities to victims of crime, the County Attorney's Office has assumed the responsibilities which have not ordinarily been included in the tasks performed by the Office, such as monitoring compliance with restitution payments and bail supervision.

The County Attorney has supervised an intern from the University Of New Hampshire School Of Law over the past year and introduced him to the duties of the practice of law. This soon-to-be-attorney has given great support to the Office's team.

The Office continues to have an open door policy for inquiries from the citizens of Belknap County on any number of issues. The Office continues to commit itself to successful prosecution, but also successful change in the lives of Defendants to return them to the communities to contribute in the same fashion as each one of our citizens do on a regular basis.

Respectfully Submitted,
Carley M. Ahern, Interim County Attorney



Belknap County Department of Corrections 2010 County Report

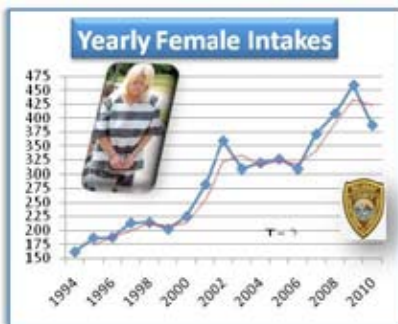
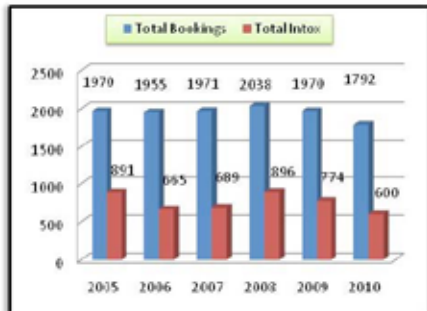
Daniel P. Ward Sr., CJM – Superintendent
Capt. David A. Berry – Deputy Supt. – Operations

“Protecting You and Those You Love”

To the Honorable Commissioners of Belknap County, The elected Legislative Representatives and to the residents of our community,

It has been my distinct honor and pleasure to have served Belknap County as the Superintendent of the Belknap County Department of Corrections this year. In January of 2010 I joined a team of consummate professionals both within this department and throughout the leadership team that helps operate and coordinate vitally important County services across disciplines. With a concerted focus on collaboration, innovation and long-term planning, I am pleased to report on the successes that we have realized in controlling and reducing costs for the taxpayers of this County while continuing to strengthen the programming needed to manage an ever-expanding and increasingly difficult jail population.

The population of the Department of Corrections continues to remain well above the 87-bed design capacity of the facility. Current total population is 115. While seasonal trends create fluctuations of upwards of 20 people, the average daily population has climbed to 104. This is not only the highest amount recorded but is twice the population of just 15 years ago. Although the number of total intakes declined slightly this year due in part to fewer arrests during “Bike Week”, the severity of crimes and average length of stay for each inmate has increased. Consequently, the gym has once again been converted to a housing unit for sentenced offenders.



Additionally, while the numbers of females incarcerated has declined slightly (receiving 387 intakes for the year versus 463 in 2009) the moving average trend suggests that number will continue to remain high; the average daily population of women account for nearly 15 to

20% of the total population of the jail. Available housing and an on-going ability to adequately manage this population has been and continues to be a significant concern. Presently, the women occupy a converted attic section of the original 19th-century “jail block.”

Community Corrections and Work Release

The Community Corrections Program was established under and is managed by Officer Donald Lemay. Since its inception in 2008, this program has continued to expand from just a few inmates to a daily population of more than a dozen in each of the two categories. The community corrections component allows the Department of Corrections to monitor low-risk offenders in the community through a bracelet worn, Cell and GPS-enabled, tracking device. Inmates remain gainfully employed and reside in their community while allowing the Department of Corrections to ensure strict compliance with the terms and conditions of their sentence. 34 inmates were presented with this sentencing option allowing for 2,446 days of supervision outside of jail. The reduction of a daily population of 12 inmates eliminates the need for an entire housing unit within the walls of the jail as well as eliminating much of the overhead costs required for their care including meals, clothing and costly medical care. Additionally, this program generated revenue of \$4,853.89 that was returned to the general Fund.

The second component of the program provides the opportunity for inmates to leave the jail to attend work in the community but also requires that they return directly back each night to the facility. Supervision at job sites, random visits by CCO Lemay, drug and alcohol screening and close daily contact allows many of these offenders to acquire new skills, enter a new career field, and most importantly, establish employment relationships that can continue once released. In 2010, The Department of Corrections allowed 38 inmates the opportunity to participate on this program. I am pleased to report that despite “troubling economic times,” this program collected \$28,671.76. This is a 43.36% increase in the 2010 projected revenues and reflects the amount returned to the County General Fund for the tax-payers of Belknap County.

With a strong focus on “community,” a new initiative was launched this year to get out to the Towns and City that make up this County and to offer assistance with projects in those locations as a way to “give-back” to the tax-payers in some meaningful way through the talents of inmate knowledge and labor. Work projects were completed at the Lakes Region Mutual Fire Dispatch Center, The Habitat for Humanity construction project in Laconia, The Town of Sanbornton, The Center Barnstead Christian Church, The Park Street Cemetery – Tilton, Belknap County Public Safety Day, Belknap County Fairgrounds, Laconia Multi-Cultural Market Day, Belknap County Economic Development Council, as well as vehicle detailing projects for NHSP, NH Marine Patrol, and a number of other local Sheriff and oth-

er law enforcement agencies. Thousands of hours of donated labor allowed these communities to realize completed projects that may have not been started without this level of commitment and we are proud to have been a part of their success.



Programs and Industries

In May of 2010, we welcomed a new Programs and Industries director in to the facility. Tamara McGonagle assumed the position with a mandate from me to expand the program offerings to the inmate population with a strict focus on educational, vocational and social programs that would increase the likelihood that offenders would return the community and not re-offend. With an extremely limited budget to accomplish that task, we are proud of the overwhelming success in many of these areas. In 2010 55 inmates took advantage of GED services. 20 inmates successfully completed and obtained their GED – this reflects more than a 300% increase over 2009! Because of early identification of those inmates in need, pre-testing to determine areas of concern, use of dedicated GED instructors and an environment where inmate can feel the potential to succeed, we are releasing inmates with the most basic ability to seek and obtain employment without the barriers and embarrassment of being a “drop-out.”

PROGRAM	AGENCY
Alcoholics Anonymous	Individuals
Narcotics Anonymous	Individuals
Bible Study	Various outreach program Volunteers
Parenting Class	UNH Cooperative Extension Service
Literacy Group	Debbie Graham
Job Search Skills	NH Department of Employment Security
Serve Safe	MacCarter Associates
Yoga	Manna Stark
Alternatives to Violence	AVP Volunteers (National program)
New Beginnings	Educational outreach coordinators
Money Management Class	UNH Cooperative Extension program
Communication and Conflict Resolution Class	UNH Cooperative Extension program
Writing Class	Dorothy Piquado

Other key programs offered through the Department of Corrections in 2010, and with the cooperation of a number of local community-based volunteer agencies and individuals, are included in the table. These programs attempt to focus on social issues that influence the inmate's thought process, actions, choices or behaviors. New programs are offered regularly and run based on need. Program length can run from one class to eight weeks in length.

As always, we rely heavily on these volunteers and extend our sincere thanks!

Industries



Belknap County Department of Corrections maintains certification through the United States Department of Justice (US DOJ) to operate a Jail Industries Program. Several years ago this program included the manufacture of crutches as well as assembly of small lawn wind-mill items. The industries program was set aside when housing demands increased and

assembly space was subsequently converted to a housing unit. Efforts continue to find an appropriate match of local industry and inmate labor to continue this program. A 3-month pilot-program started in 2010 to detail vehicles, boats, trailers and other items was a tremendous success bringing in additional unanticipated revenues of \$1,406.07 to the County. Several local manufacturers have also expressed interest in this partnership however declining sales orders have put that process on hold.

The Farm Program

2010 marked another successful year for this specialized work program. Through continued efforts of Officer Bob Levasseur and the assistance of the UNH Cooperative Extension Service, the Department of Corrections once again raised farm-fresh produce for use by the Belknap County Nursing Home, St. Vincent DePaul, The Salvation Army, and for sale at the roadside farm stand. Flowers planted all over the County



complex are grown in the greenhouse program in the early spring and adorn many of the gardens used by residents and visitors. In addition to the floral program, the garden program teaches inmates how to prepare fields for planting, understand the growing patterns and climate restrictions, work in a greenhouse environment, plant and maintain crops, harvest, sell, and prepare the field for the next year. Efforts to more than double the output in 2011 are underway and will allow us to expand the offerings to the County Nursing Home as well as make more efficient use of the greenhouse.

The Farm program delivered 809 pounds of produce to the Belknap County Nursing Home at market cost savings of \$1,709. These items included Squash, Cucumbers, Cabbage, Radish, Broccoli, Cauliflower, Beans, Jalapenos, and Tomatoes. In addition, 867 pounds of produce went to St. Vincent DePaul and 168 pounds to Salvation Army at a combined savings of more than \$2,083. In total, nearly one ton of produce was produced and donated to these organizations at a savings of more than \$3,800. In addition, the Farm stand returned \$3,155.17 to the General Fund as revenue.

Contract Improvements

There have been three major improvements to vendor contracts negotiated in 2010 by the Department of Corrections. The first significant cost-savings came through a change in prescription medical suppliers. This new company was able to reduce prescription costs by 30% – a significant savings in a very challenging environment. The second contract change improved the Commission rate paid to the County on Commissary purchases by 50%. The third and final contract change increased the per-day bed cost charged to the Federal Government for housing any federal detainees. These are simply three examples of the efforts by the Department of Corrections to be the best stewards of taxpayer funds and to constantly strive to control costs whenever possible.

General Fund Revenue

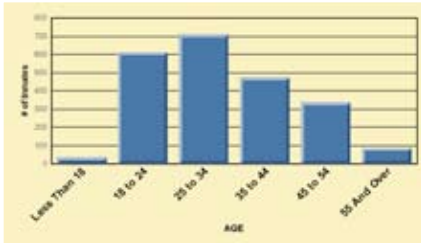
Projected 2010
\$75,600.00

\$135,111.44

Actual 2010

REVENUE ITEMS	AMOUNT
Federal Prisoners	\$43,550.00
Miscellaneous Income	\$1,736.54
Medical Co-pay	\$13,661.76
Work Release	\$28,671.76
Telephone	\$33,533.00
Farm program	\$3,155.17
Bracelet (EMP)	\$4,853.89
Commissary	\$4,543.28
Programs	\$1,406.07

Detention Profile



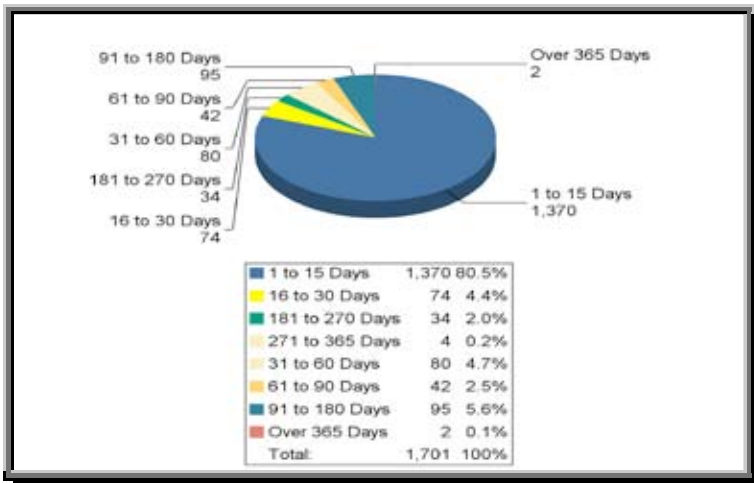
Age Profile:

< 18
18-24
25-34
35-44
45-54
55+

Pre-trial Offenders constituted slightly more than 80% of the inmate population in 2010. This category includes those held on Felonies, Misdemeanors, Civil Cases, Probation Violations, Parole Violations and "Overnight holds" (PC).



Additional Statistics



Trending Data	2009	2010	Change
Average Length of Stay per sentenced inmate	203	215	+12
Average Length of Stay (female Offender)	10.54	13	+2.46
Average Length of Stay (male offender)	15.32	22.4	+7.08
Busiest Month (admissions / releases)	235/224 (June)	174/181 (July)	-----

Source: DSI, Offender Management System (OMS)

Top 50 Charges in 2010

2ND DEGREE ASSAULT 631:2	6	FORGERY 638:1	1
DRIVING OR OPERATING UNDER THE INFLUENCE OF DRUGS OR ACTS PROHIBITED 318 B:2	1	HABITUAL OFFENDER 259:39	1
AGG. FEL. SEX. ASSAULT 632 A:2	2	INCEST 639:2	1
AGGRAVATED DRIVING WHILE INTOXICATED 265:82 A	3	NON SUPPORT 639:4	3
ARMED ROBBERY 636:1 III	2	PAROLE VIOLATION	2
BAIL JUMPING 642:8	1	POSSESSION C/DRUG 318 B:2	3
BREACH OF BAIL COND 597:7 A	4	POSSESSION N/DRUG 318 B:2	6
		POSSESSION N/DRUG INTENT TO SELL 318 B:2	3
BURGLARY 635:1	2	RECEIVING STOLEN PROPERTY 637:7	3
CHILD PORNOGRAPHY 649 A:3	1	RESIST ARREST OR DETENTION 642:2	3
CONDUCT AFTER ACCIDENT 264:25 1	1	ROBBERY 636:1	3
CONSPIRACY 629:3	1	SALE N/DRUG 318 B:2	1
CONTROL DRUG ACT 318 B:2	5	SEE LIST	4
CRIMINAL MISCHIEF 634:2	5	SHOPLIFTING 644:17 II	2
CRIMINAL THREATENING 631:4	7	SIMPLE ASSAULT 631:2 A	11
CRIMINAL TRESPASSING 635:2	1	STALKING 633:3 A	1
DISORDERLY CONDUCT 644:2	1	THEFT BY UNAUTHORIZED TAKING 637:3	10
DRIVING AFTER REVOCATION OR SUSPENSION 263:64	1	VIOLATION OF PROTECTIVE ORDER 173 B:9	2
DRIVING UNDER INFLUENCE OF DRUGS OR LIQUOR 265:82	8	VIOLATION OF TERMS OF PROBATION OR PAROLE 504 A:4	27
FAILURE TO APPEAR 594:14	2	WITNESS TAMPERING 641:5	3
FAILURE TO COMPLY WITH ORDER 153:16	1		

Conclusion

2011 will be another challenging year as we struggle to find additional ways to manage this challenging population. New pre-trial and alternative sentencing programs are being considered as a way to safely transition some offenders back to the community and reduce the costs of supervision by the taxpayers.

Without a committed, dedicated and professional staff who are willing to embrace established standards of care and best practices in corrections, who welcome change as a new opportunity rather than a threat, and who work to improve on a daily basis, our past successes and future goals could not be realized. I am blessed to have willing partners and professional collaborators who place the needs of the County above their own. The attention of the officers to their surroundings and to the needs of those under their charge has created a safe, secure and professional facility. Community residents can feel safe knowing that they are protected by these law enforcement officers.

Respectfully submitted,

Daniel P. Ward Sr.

Daniel P. Ward Sr., MBA/PA, CJM
Superintendent

Report of the Nursing Home

To the Honorable Commissioners of Belknap County:

Belknap County Nursing Home continued to improve the delivery of long term health care to its residents in 2010 through a strengthening of management principles in the supervisory group and a reorganization of key positions. A process improvement team which included the County Administrator and the County Human Resources Director met weekly through the spring and summer of 2010 to analyze positions primarily in the nursing department and the business office with a goal of improving productivity through more effective scheduling and use of personnel.

As a result of this work we were able to eliminate a part time admissions director, a part time activities assistant, a full time RN unit manager, a full time unit clerk and a part time dishwasher, while at the same time improving the scheduling function in the nursing department. Several Licensed Nursing Assistant positions were converted from full time positions to part time positions creating better scheduling options and reducing the problem of over scheduling on certain days.

A new “request to fill” process along with a tightening of the hiring process in order to recruit and hire the most qualified candidates for open positions has greatly improved the quality and stability of new employees coming into the organization this year. Justification and different levels of approval are now required before filling any open position. Advertising positions, an application rating system, panel interviews with standardized questions, reference and background checks, outside lab drug screenings and physicals are all a required part of the pre-employment process for new employees.

For all employees a new and improved evaluation form and process and personnel manual was developed by the Human Resources Department this year. Supervisors and managers at the nursing home received training and are now comfortable with the new form and are seeing positive results in identifying problems and addressing issues in a constructive evaluative framework with their employees. When necessary, performance improvement plans accompany the evaluation form with the goal of assisting the employee to an acceptable level of performance within a 90-day time period.

In September of 2010 the nursing department implemented a consistent caregivers program for all licensed nursing assistants on all shifts with immediate positive results. Consistent caregivers is considered a best practice in the long term health care field providing the caregiver a much better knowledge of the needs of the residents she consistently cares for. At Belknap County Nursing Home we have already noticed a significant improvement in incontinence care and pressure sore reduction as a result of this program. We have also seen a significant reduction in the number of safety alarms required to monitor falls since starting the program.

Although our Medicaid daily payment rate declined from \$152 per patient per day to \$140 per patient per day during 2010 because of State budget cuts, BCNH continued to receive stimulus money through the Medicaid program which allowed us to upgrade our resident furnishings , bathing suites and electronic medical equipment. The Environmental Committee which includes two of our residents did an excellent job selecting the styles and colors of the new furnishings. A new whirlpool tub was installed on East Wing and both bathing suites were retiled to create a less institutional atmosphere.

Through the personnel changes mentioned above and good fiscal management, BCNH returned over \$500,000 in budgeted expenditure funds in 2010 to the County's general fund. Small changes such as removing two unused pay phones, sharing a postage meter with the County Administration offices, and being conservative with the conference budget added to the larger savings of eliminating positions and converting some positions from fulltime to part time.

Census for the year remained at a 99.9% level while a waiting list of potential residents grew indicating their preference to be admitted to BCNH. The positive reputation of the nursing home continues in the community. The decline in Medicaid revenue was offset by an increase in Medicare revenue in 2010 allowing us to end the year on budget on the revenue side of the ledger.

One major issue pointed out to us during our annual State Survey was the need to inspect our HVAC fire suppression damper system every four years. As a result of the inspection we were able to discover and correct several dampers that failed to operate properly. We also revised several policies related to patient transport, positioning and the use of specialized appliances. BCNH cleared all cited survey deficiencies within the first follow-up visit by the State inspectors.

This year Alice Petell, LNA, received the County Nursing Home Employee of the Year Award at the NACO annual conference in Bretton Woods and Priscilla Corliss, Laundry Aide, received the Gordon Bartlett Humanitarian Award. On November 19th the nursing home hosted a county wide employee luncheon where Commissioner Philpot presented length of service awards to over 25 county employees. The Holiday Craft Fair to benefit the resident activity fund raised over \$3000 in 2010.

The great success achieved at the nursing home over the last several years would not be possible without the hard work and dedication of the many Belknap County nursing home employees and the support of the County Administrator and the Commissioners. We expect continued success in providing quality nursing home care to our residents in 2011.

Thank you and respectfully submitted,
Courtney A. Marshall, NHA

Belknap County Registry of Deeds

I would like to begin by thanking my staff: Judy McGrath, Saralee Wheeler, June Martel, Carol Morin and Sue Gagne for another year of dedicated service to Belknap County and the Registry of Deeds. The reputation we enjoy as the best Registry in the State is due to their knowledge, skills and ability to create a friendly, welcoming atmosphere in our office. The combined staff offers 111 years of Registry of Deeds experience!

The Registry continues to witness the country's economic downturn. We recorded 2,200 less documents in 2010 than in 2009. Revenue for 2010 was \$792,428.00; approximately 8% less than 2009. We are the collecting agency for the State for tax stamps and LCHIP fees, thus a large amount of the revenue is sent to the State of New Hampshire, but we still completely cover our office budget and give a substantial amount to the County's general fund. The total of recordings of foreclosure documents for 2010 was 251. The foreclosure outlook for 2011 promises to be even higher numbers. The country wide estimate for 2011 is one million homes in foreclosure - the worst since the "meltdown" began in 2006.

The installation of the dry fire suppression system was completed in 2010. The FM-200 system is operational in both the third vault and the archive room in the basement. After considerable research, I chose the product known as FM-200 which, when activated, causes no injury to neither people nor damage to materials - such as our valuable documents. Additionally, it causes no harm to the environment and completely disbursts itself in a matter of minutes - leaving no residue to be cleaned up. I am very pleased to have this system in our office and appreciate the support of Commissioners Philpot, Boothby and Long regarding its installation.

The FBI reports property and mortgage fraud is the fastest growing white-collar crime. The Registry strives to help protect our land owners - to that end in 2010 we teamed up with Fidlar Technologies to provide property owners a service called: Property Fraud Alert. Property owners may sign up for this service at our website: www.nhdeeds.com. It is a quick, simple process to protect your property ownership. Once you sign up for PFA you will be notified by email or telephone (your choice) if a document with your name on it is recorded at the Registry. Notification usually takes place within an hour and affords you the ability to look at the document on line to be sure it is legitimate. There is no charge to the taxpayers or property owners for this service. We would urge you to take a moment to go to our website and sign up for this valuable service.

2011 will bring to Belknap County the introduction of electronic recording of documents. Electronic or "eRecording" is the process of filing, receiving and processing documents for recording via the internet. This method of recording

will further increase our customer service levels and enhance document security. Electronic recording is a “green” alternative by reducing use of fuel, electricity and paper. We are looking forward to implementing this progressive step with assistance from our vendor, Connor & Connor.

We now have 647 internet accounts - these accounts generated over \$133,000.00 in revenue for copies printed at their offices. Our customers that use this service find it to be very convenient and less expensive than sending an abstractor or attorney to the Registry.

Another service we were able to offer this year was immediate viewing of a recorded document over the internet. This provides a great convenience to law offices, banks and all the people involved in the real estate market.

In closing, thank you to the Commissioners and Belknap County Delegation for their continued support of the Registry.

Respectfully submitted,
Barbara R. Luther
Register

Belknap County Sheriff's Department 2010 County Report

Craig Wiggin – Sheriff
Lieutenant Christopher Cost – Operations Commander
Sergeant Thomas Alden – Civil Division Supervisor
Detective Sergeant William Robarge – Criminal Division Supervisor
Sergeant Donald Belyea – Court Security Supervisor
Mrs. Suzanne Hankard – Communications Director



"A tradition of excellence in County law enforcement for over a century."

To the Honorable Belknap County Commissioners:

By state law, the Sheriff's Department is a full-service law enforcement agency like any other in New Hampshire. However, the Office of the Sheriff is responsible for additional duties that are unique to the Sheriff and his Deputies. The members of the Belknap County Sheriff's Department carry out these duties in a highly professional and efficient manner. I am pleased to present this summary of the department's work during the past year.

CIVIL PROCESS

Pursuant to New Hampshire RSA 104, the Sheriff is responsible for service and execution of all writs and precepts within the County. This includes documents such as subpoenas, numerous types of landlord-tenant writs, various civil orders, and writs attaching physical property and real estate. Standard fees for service and related mileage are also prescribed by statute and are charged to the requestor.

CIVIL DOCUMENTS SERVED:	4,175
FEES COLLECTED/RETURNED TO THE COUNTY:	\$118,488.37

PRISONER TRANSPORTS

The department is responsible for the transportation of persons incarcerated anywhere in the state and beyond, who are ordered to appear in a court of jurisdiction within the county. The Sheriff is also required to transport persons to NH Hospital or another appropriate facility pursuant to any Involuntary Emergency Admission proceedings. We also transport defendants to courts at the request of local police

agencies. Deputies transport County Jail inmates to various medical and other appointments.

TOTAL TRANSPORTS:

2,797



Ladder Trucks from the Meredith and Laconia Fire Departments fly the American Flag at the Third Annual Belknap County Public Safety Day at Meadowbrook U.S. Cellular Pavilion, October 2010

CRIMINAL AND CIVIL ARRESTS

As prescribed by RSA 104, the Sheriff is required to execute orders of the Courts, which include civil, criminal, and contempt orders of arrest. The Sheriff is required to take such persons into custody and bring them before the Court. Deputies locate and arrest individuals wanted on contempt orders, criminal arrest warrants, bench warrants issued by the District and Superior Courts, as well as civil arrest warrants. A Deputy Sheriff serves as a member of the U.S. Marshal's Joint Fugitive Task Force, whose mission is to find some of the most dangerous fugitives in our state and beyond. During 2010, deputies made 381 arrests of wanted persons.

OUT OF STATE EXTRADITIONS/RENDITIONS

The Department's Warrants Officer coordinates the extradition of defendants that have fled the jurisdiction of the state and have failed to appear on charges that involve serious criminal offenses within Belknap County. Extraditions are pursued

under the authority of the County Attorney and the NH Attorney General’s Office when a Governor’s Warrant is required.

TOTAL EXTRADITIONS PROCESSED: 16

CRIMINAL INVESTIGATIONS

The Criminal Division conducts investigations throughout the County, often providing technical or specialized assistance to smaller departments. Detectives regularly work in conjunction with other county, state, local, and federal law enforcement agencies on cases that involve multiple jurisdictions. The Criminal Division provides Forensic Polygraph services as well as referrals from across the County involving bad checks.

CRIMINAL INVESTIGATIONS OPENED 131
BAD CHECK CASES INVESTIGATED: 23
RESTITUTION RETURNED TO VICTIMS: \$1,983.22
FORENSIC POLYGRAPH EXAMS: 40

COMMUNICATIONS

The communications center provides services for nine police departments in Belknap County. Communications services are also provided to the Northfield Police Department on a contractual basis. In addition to the local towns, the communications center receives telephone calls and provides dispatch services for the local Fish and Game Officers, Liquor Investigators, Medical Examiners, and the County Attorney’s Office. The communications center is a central hub for the dissemination of vital information to the various public safety agencies throughout the County and beyond.

CALLS FOR SERVICE PROCESSED
SHERIFF’S DEPARTMENT: 7,543
OTHER AGENCIES 40,078
TOTAL 47,621

TELEPHONE/RADIO TRANSMISIONS PROCESSED: 57,407

In 2010, the Sheriff’s Department successfully obtained a Homeland Security Grant to improve the interoperability of law enforcement communications. This allowed us to acquire and install a radio repeater/duplexer system which was placed on our transmission tower located on Prospect Mountain in Alton.

Also in 2010, a number of upgrades were made to our mobile data terminal system, increasing the capabilities of police officers across the county to communicate with the communications center via laptop computers in patrol vehicles.



Young visitors to Public Safety Day meet McGruff the Crime Dog

In conclusion, on behalf of the dedicated men and women of the Belknap County Sheriff's Department, I wish to offer my thanks to the Belknap County Commissioners, the County Delegation, and the citizens of Belknap County for their support. We are committed to serving you with professionalism and integrity.

Respectfully submitted,

Craig H. Wiggin
Sheriff

2010 Belknap County Youth Services Annual Report

2010 marked the official merger of Restorative Justice and Youth Services Bureau, creating Belknap County Youth Services. Court Diversion, The Challenge Course, and Upswing now fall under this umbrella.

The Court Diversion program allows victims and the community to speak freely about how crime affects them. It aims to strengthen the offender's relationship with the community through meaningful community service opportunities. We use community service as a way of holding the offender accountable for what they have done and as a way of repairing the harm caused by their crime. In the past, the Restorative Justice program was offered only to juvenile offenders, but in 2010 our program worked with the County Attorney James Carroll to implement a court diversion program for young adult offenders. This is a positive move towards the future in an effort to save taxpayer money, free up court and police time, and not to exclude adult offenders from re-acclimating into the community as positive members.

In 2010, there were 55 new referrals made to the youth Court Diversion program, and 19 referrals made to the adult Court Diversion program. Collectively, they've completed 2,311 hours of community service, and the program collected \$1,817 in restitution for victims.

Upswing is a secondary prevention program designed to assist youth ages 6-17 and their families in resolving problems which have gone beyond the family's capabilities of managing alone. The main goal of the program is to prevent families from having to seek court intervention with their at-risk youth. Some of the services provided are: advocacy for the youth and family, access and referrals to other community services, short term support and "counseling", a connection between the family, school, and support agencies, education, decision making and communication skills and crisis intervention. Upswing is an avenue for holding youth accountable for their behavior while empowering them to make changes. Students must meet eligibility guidelines in order to participate. In 2010, 18 referrals were made to Upswing by police, schools, parents, DJJS, and other social service agencies.

The Challenge Course is a drug and alcohol education workshop for teens. Two out of the four case managers at Youth Services began their training to become co-facilitators of The Challenge Course. They must co-facilitate four separate Challenge workshops with an accredited facilitator before running the program on their own. The first of these was held in December, with four teenagers in attendance. We expect to complete the next three workshops throughout 2011. The Challenge Course needs a minimum amount of students to attend and the referrals can come from any parent or agency. There is a cost associated with the workshop.

In September, we said a fond goodbye to the Upswing case manager, Alicia Morey. Alicia had been the Director of the Youth Services Bureau and was instrumental in the merger of Youth Service and Restorative Justice. Alicia and her husband Mike had another baby and have moved to Maine so that they can be closer to work and more family time for all.

Alicia's departure enabled Youth Services to hire two new case managers: Tori O'Hara and Katie Laux. Tori and Katie are both from Laconia. Katie and Tori have hit the ground running, they both have great energy and passion for the work we do.

In 2011, we plan to receive training on anger management so that we can further implement that into our case plans; begin and nurture a community outreach campaign that helps to educate those in the community about what we do at Youth Services, and gain contacts who offer community service opportunities. Our volunteers continue to be a tremendous asset to the program and we thank them for all their efforts.

We would like to thank the County Commissioners, and the County Delegation for their support.

Brian Loanes, Director
John Egan, Case Manager
Katie Laux, Case Manager
Tori O'Hara Case Manager

Belknap County Economic Development Council 2010

Since establishing its offices in July of 1992, this Council has been providing economic development and business assistance to municipalities and existing, new, and prospective businesses on a request basis without charge. As a regional development organization, we strive for a “climate” that understands what sustainable economic development is and how it works, as well as the importance of planning and maintaining the economic infrastructure and well being of the community and a region. In our regional capacity, we have worked to unify the efforts of the region while ever mindful of the desire to preserve the uniqueness of our communities.

The organization is structured as a non-profit 501(c)(6) regional development corporation with 100 Incorporators representing Belknap County municipalities, businesses, organizations, and residents. The Incorporators elect a 21-person Board of Directors.

Most of the assistance provided in any year focuses on the needs of existing businesses, organizations, aspiring entrepreneurs, as well as the eleven municipalities comprising Belknap County.

Highlights of 2010

Area Assistance

- Orchestrated meetings with all the municipalities in Belknap County to better understand their continued and varied needs. The findings from these discussions are being incorporated as priorities into our strategic planning. The requests focused on the recruitment of business and industry to provide quality employment opportunities and the filling of commercial property vacancies. Municipalities continue to request assistance with the revitalization of their town centers. Others would like the Council to renew its workforce development and training activities. The facilitation of high-speed internet to all corners of our County was another challenge the Council was urged to address.
- Handled approximately 20 requests from area owners, realtors, and state industrial agents on sale/lease and reuse of existing property. This number is down considerably over other years as a result of the stagnant economy.
- Continued the work of addressing long-term economic development planning. Directors and staff have taken a pro-active role in the development of a Comprehensive Economic Development Strategy (CEDS) under the direction of the Lakes Region Planning Commission.
- Participated with various community organizations on events and long-term initiatives and economic development projects such as the Colonial

Theater and Boys and Girls Club. Directors and staff also serve on the Lakes Business Park Committee.

- Continued to work with NH Employment Security on employer needs.
- Continued as a liaison for the County on CDBG projects attending required training programs to qualify for grants.
- Redesigned www.bcedc.org website. The redesigned website to be released in early 2011 will continue to focus on providing information to our three core users: businesses, municipalities, and the general public. The website will continue to assist those who are seeking additional details about the Council's services, financing options, topical published reports, or direct links to register a business, find traffic counts, search commercial property, or simply identify "who is who" in local and state government. Since the launch in late March 2006, there have been thousands of users of our original website, www.bcedc.org and its companion website, www.liveworkandplaynh.com, which promotes the region as a place to live and work. The new site is designed for easier maintenance and timely updates by our staff and authorized users.

Business Assistance

- Approximately 380 entities sought assistance varying from information on zoning in communities and rules on hiring workforce to extended counseling on starting business, financing expansion, etc. In addition, our two websites have created efficiencies in dealing with many more inquiries.
- Nearly 125 businesses, organizations, or aspiring entrepreneurs received extended assistance from the BCEDC's professional staff or a counselor from the Lakes Region Chapter of SCORE, and 94 participants attended workshops. The Council continues to collaborate with SCORE to provide one-on-one extended counseling and business workshops.

Revolving Loan Fund (RLF)

- Received more than 20 inquiries about borrowing from the RLF.
- Acted on 12 applications totaling \$1,346,500; unfortunately, many of the requests were not eligible for financing for such reasons as cash flow, credit worthiness, or use of funds.
- Closed on 5 loans totaling \$483,000, leveraging approximately \$1.3 million in outside funds.
- Reworked several loans for existing borrowers, who continue to struggle through the current recession.
- Since inception of the county-wide Revolving Loan Fund, made nearly \$9 million in loans to 66 businesses and organizations, leveraging an additional \$75 million in capital from other sources.
- Completed USDA/Rural Development annual audit. Treasurer participated in USDA training for the new on-line reporting system.

Management

- Relocated to One Mill Plaza, Laconia in July, following the sale of SNHU's building.
- Provided administrative support and office facilities to SCORE Lakes Region and Leadership Lakes Region.
- Began drafting a revised Strategic Plan for the organization.
- Reconfigured staffing and job descriptions for the organization in keeping with future needs identified in the organization's strategic plan, CEDS, and municipal conversations.
- Began a search for a new Executive Director, following the resignation in September of Jennifer Boulanger who served from April 2007. Engaged founding Executive Director, Eliza Leadbeater, as part-time interim.

Since inception, funding for our services has come from a mixture of public and private sources. In 2010, we received more than \$44,400 in grants and contributions to underwrite various activities. Seventy-four community investors help us maintain services and develop initiatives that enhance the region's economy. Belknap County provided \$75,000 in operating revenues for 2010, approximately 30% of our operating funds. We have received level funding of \$75,000 from the County since 2003. The balance of revenues needed for operating was raised through our revolving loan fund lending. The Council oversees more than \$3 million in assets for the benefit of Belknap County.

This has been a year of major transition for the Council. The challenges have been many and have affected our operations and services. These challenges have been compounded by the current national recession. It has forced a reassessment of our mission and goals and the level of technical assistance and services we can provide. Dwindling earnings from our Revolving Loan Fund, including poor repayment performance by even long-term, quality borrowers, have significantly decreased operating revenues. Compounding the declining earned revenues was the additional expenses incurred by the County's withdrawal of access to employee benefits, such as healthcare and retirement, as well as payroll services, which the Council had always fully reimbursed. It proved costly to replace benefits for our small organization. Declining earned revenues and the exorbitant cost of benefits prevented the refunding of a Loan Fund Manager position. Since 2003, the Council and its partners, SCORE, SBDC, and Leadership Lakes Region, were accommodated rent-free by Southern New Hampshire University at their Laconia Center; the accommodations provided us were previously rented for \$25,200 annually and, over the eight years, SNHU saved the Council in excess of \$200,000 in rental expenses. After an extensive search for new accommodations, the Council relocated in July to leased offices at One Mill Plaza, next to Laconia City Hall. The smaller office site resulted in the dismantling of our Business Information Center; the business books and materials were distributed between the Laconia Public Library and Belknap County House of Corrections. Both of these changes have significantly impacted our overhead, forcing severe cuts in programs, marketing, and recruitment activities. We also have suffered from a lack of equity from private sector/individuals willing to collaborate; in this recession there are not the funds available for speculative projects or activities. Likewise, in the year ahead we will need to secure funds to replace both the Tax Credit Program and Capacity

Building Grant that have been available to regional development organizations such as the BCEDC; these funds were unrestricted and represented almost 20% of our annual revenues.

Our success and contribution to the economic wellbeing of the region is to the credit and commitment of many people, all who have come together in a cooperative manner in the best interest of Belknap County. The quality of assistance the Council offers to Belknap County communities, businesses, and organizations could not be realized without the continuing financial contribution of the County.

Almost two decades have passed since three businessmen met on a cold January morning in 1991 to discuss possible solutions to the economic crisis that was gripping our region. They recognized that the region needed to find its own way of stemming the alarming flow of businesses, jobs, and private investment out of the area. Reaching out to other business, civic and elected leaders, they collaboratively envisioned the possibilities and began to chart a path to renewed prosperity for Belknap County. Through the years, the Council has met the challenges through good times and bad. As we reflect on nineteen years of service, be assured that our commitment to enhancing the economic vitality of Belknap County and the greater Lakes Region is as strong as ever. The Board of Directors and staff are prepared to meet current and future challenges. With the continued collaborative efforts of the public and private sectors, we recognize we are better positioned than ever to deal with the inevitable ups-and-downs of the region's economy.

As we move towards completing twenty years of service to Belknap County, we would respectfully request your continued support as we renew our commitment and determination to enhancing economic opportunities for all our residents. Together we are making a difference!

Respectfully submitted,

Board of Directors

Michael Persson, Chair
David Haley Vice-Chair
Sean Sullivan, Treasurer
Ed Engler, Secretary
Bill Beyer, Director
Mark Edelstein, Director
Randy Eifert, Director
Dale Dormody, Director
Tony Ferruolo, Director
Debbie Frawley Drake, Director
Lyn O'Callaghan, Program Coordinator

Tom Garfield, Director
John P. Giere, Director
Greg Goddard, Director
Kimon Koulet, Director
Sam Laverack, Director
Henry Lipman, Director
Kate Miller, Director
Sonya Misiaszek, Director
Paige T. Quigley, Director
Jane Wood, Director
Eliza Leadbeater, Interim Executive Dir.

www.bcedc.org

The full 2010 Report of the BCEDC Board will be released on March 31, 2011 and can be accessed on our website, www.bcedc.org, or by calling the BCEDC office at 603-524-3057.

Belknap County-UNH Cooperative Extension Annual Report

Mission:

UNH Cooperative Extension provides a direct link between UNH and people throughout the state. In partnership with local residents and volunteers, Cooperative extension plans and conducts educational programs responsive to New Hampshire's people and the issues they identify that are important to them. UNH Cooperative Extensions mission is to provide New Hampshire citizens with research-based education and information, enhancing their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources, and improve the economy.

Funding and Structure:

Cooperative Extension derives its name from the partnership structure which combines federal, state and county funding. This "cooperative" effort ensures all people have local access to their state university and the knowledge and resources available to address needs and problems. The principal partner is the University of New Hampshire. As a state land-grant university it is charged by Congress to conduct resident instruction, research, and outreach to people beyond the classroom.

A memorandum of understanding between the U.S. Dept. of Agriculture and UNH defines the University's responsibilities for program leadership and management. Memoranda of understanding between the University System of New Hampshire and County Commissioners carry out the provisions of state law as reflected in RSAs 24:10a, and 187-A:6.

The Belknap County Cooperative Extension consists of 5 Extension Educators and two support staff. Educators provide education and resources in the following areas: Agricultural Resources, Forestry and Wildlife, 4-H Youth Development, Family and Consumer Resources, and Nutrition Connections. The County Educators are supported by more than 30 camps based extension specialists.

The Belknap County, UNH Cooperative Extension Advisory Council, made up of local residents is charged with identifying local needs, establishing program priorities, and overseeing the operation and administration of Cooperative Extension within the county.

Program Highlights:

Family & Consumer Resources:

Belknap County Family & Consumer Resource programs offer research based resources, information and educational opportunities in three broad subject areas: Food Safety & Nutrition, Resource Management, and Child Development. Infor-

mation is made available through one-day workshops, workshop series, publications, and direct consultation. 1135 individuals participated in the various Family and Consumer resources programs offered this year.

Food Safety and Nutrition: The CDC estimates that 76 million illnesses, 325,000 hospitalizations, and 5,000 deaths occur annually from food-borne illness. FCR food safety programs target knowledge and behavior within the food service environment that is connected to a reduction in risk such as good personal hygiene practices, preventing cross contamination, and controlling time and temperature conditions of food.

~180 food service workers completed the SAFE-Safety Awareness in the Food Environment program. This included participants from local restaurants, schools and other community organizations. Participants demonstrated an increased knowledge of key risk factors and strategies to reduce the risk of food borne illness.

Family Resource Management: During these difficult economic times, many families are experiencing increased financial pressure. Family Resource Management programs focus on increasing knowledge and skills in a variety of areas, including: identifying goals and developing a spending/savings plan, understanding credit and reducing overall debt, stretching resources, and becoming a more educated consumer.

~This year, our focus was to provide resource management information to individuals and families trying to get by on very little income. To that end, programs have been held in collaboration with other organizations that serve low income families, including, Carey House, Workplace Success, New Start, and the Belknap County House of Corrections. 114 individuals participated in these workshops and series. Participants reported an increased knowledge and use of financial management strategies including, developing a budget, developing a debt reduction plan, building savings, and developing short and long term financial goals.

Parenting and Child Development: Research indicates that when we increase positive, age appropriate experiences in childhood and support healthy adult/child relationships; we decrease the risks that children will engage in risky or anti-social behaviors as they move into adulthood. To that end, the FCR Child Development programs focus on providing adult caregivers and role models with the knowledge and skills needed to enhance the experiences and relationships of children. Programs including workshops and series were offered in a variety of settings focused on increasing protective factors relating to knowledge of child development, communication and conflict management, positive discipline, managing stress and building supports.

~78 parents/caregivers participated in workshop series offered throughout the county. Participants reported an increase in knowledge of child development, use of positive discipline strategies, increased confidence in parenting skills and ability to manage conflict and stress.

~An additional 712 families received the Cradle Crier/Toddler Tales age-based newsletter series. Parents enroll in this series when their child is born and continue to receive information throughout the first two years of their child's life. Parents report that the information helps them to know what to expect as their child develops as well as to providing information to assist with making decisions around providing a positive environment for development.

4H Youth Development

One Hundred and thirty nine young people participate in Belknap County 4-H programs. 4-H offers many opportunities for youth to develop and practice lifelong skills such as leadership, community service, teamwork, self-esteem and communication skills. Through collaborative effort with the State of NH and Department of Agriculture 4-H offers state, regional, and national opportunities that further support our youth. Through volunteers mentoring youth with similar interests, young people develop an ongoing sense of self-worth, motivation, and the pride of completing a project. Developing these workforce preparation skills in youth is critical for our future. A 4-H parent and volunteer leader sums up her experience in the following way:

"As parents of a child involved in 4-H, we have discovered just how important 4-H is to our family, and the community as a whole. Our daughter Lauren joined 4-H when she was eight when she discovered her love of horses. We wanted to support her interests, and through our county office found a local club, with a horse club leader who has dedicated years to 4-H and her support of the program. It didn't take long for me to become involved, and now I volunteer as an assistant leader. Not only did Lauren learn about horse science in 4-H, but also about community service and volunteering, and the importance of communication skills, hard work and leadership. She is now fourteen and a senior in 4-H. It is amazing to see the responsible young woman that she has become, in part due to her exposure to the 4-H program. We are so proud of her. She is a role model for the younger members, and always willing and eager to participate in 4-H sponsored activities. Lauren has participated in numerous county and state events, and has her sights on regional and national events. The confidence and knowledge Lauren has gained from 4-H will serve her well throughout her lifetime. "

There are 113 volunteers serving youth in Belknap County communities. The top three project areas focused on community service - 44 leaders, communication skills - 43 leaders, and 27 volunteers teaching leadership. There are 16 traditional clubs where one or more are located in each town.

Forestry and Wildlife:

- An estimated 1143 individuals were directly contacted through telephone calls, publication distribution, one-on-one visits and group educational meetings. Approximately 632 people attended 20 group educational meetings on a variety of forestry, wildlife, and conservation related subjects. Landowners participated in 86 woodland exams covering 4883 acres.

FOREST STEWARDSHIP

- Assistance to forest landowners regarding land stewardship and management of forest resources continues to be the primary program objective. The following summary highlights the activities and impacts:
 - o 386 landowners were assisted through email and telephone conversations on a wide variety of forest resource and wildlife subjects. Landowners participated in 86 woodland exams covering 4883 acres.
 - o A wide variety of topics were discussed including (short list): wildlife habitat enhancement, silviculture, selling timber, forest management planning, the Current Use program, forest harvesting laws, conservation easements, forest ecology, recreational trails, how to find a logger or forester, and cost-share programs. Fact sheets and literature related to these topics were also distributed.
 - o There were 42 referrals to consulting foresters for forestry services including: stewardship plan preparation, timber stand improvement, timber sale preparation and administration, wildlife habitat enhancement, cost-share activities, boundary line identification, Current Use maps, and road layout.
- Provided continued technical assistance, outreach, and project review for the Environmental Quality Assistance Program (EQIP) in Belknap County through a MOU between the USDA Natural Resources Conservation Service (NRCS) and the Forestry and Wildlife staff.
- Participated in Spatial Analysis Project (SAP) along with other Forestry and Wildlife Program and U.S. Forest Service staff. SAP is a GIS-based strategic management tool that allows the Forestry and Wildlife Program to spatially display important forest lands, tracts under Forest Stewardship plans, and areas of opportunity to focus future outreach efforts.
- Completed the Belknap County component of the NH Forest Stewardship Plan Implementation Monitoring Project for FY09. This is an effort by the U.S. Forest Service to better understand how cost share assisted stewardship plans result in on the ground management.

URBAN AND COMMUNITY FORESTRY

- Functioned as the Belknap County contact for a statewide survey for Asian Longhorned Beetle, and implemented the survey in Belknap County.

- Of 89 woodlot exams, 32 related to Urban Forestry, Forest Health, or the Comprehensive Shoreland Protection Act.

NATURAL RESOURCE CONSERVATION EDUCATION

- Conducted workshops with colleagues and cosponsors on the following topics (partial list): tree and shrub ID; invasive forest insects; prescribed fire; harvesting timber on small woodlots; comprehensive shoreland protection act; backyard sugaring; identification and control of invasive plant species; current use law; resources for landowners; and forest ecology and management.
- Conducted Project Learning Tree (PLT) Curriculum training for local area teachers and participated in PLT Walk in the Forest Field Days for primary and secondary school students.
- 27 articles appeared in local and regional papers or other media outlets making residents aware of programs, resources, and relevant natural resources topics.

Nutrition Connections:

Nutrition Connections provides behavior-focused education to people living in or near poverty to acquire the knowledge and skills needed to improve diets, increase physical activity and to make better use of food dollars. Education is provided in group or individualized settings in the areas of nutrition, physical activity, weight control, food preparation, food resource management, and food safety.

Based on Plan of Work objectives for Nutrition Connections, which focus on diet quality, physical activity, obesity prevention, and food safety, major accomplishments for year 09/10 are listed below.

Program Activities for Improving Nutrition for Adults

- One hundred and fifty-three adults with 358 family members participated in nutrition, cooking, food safety and managing food resources programs over the past year. Programs varied with home visit, group settings and a correspondence course. Some adults participated in a series of lessons while others had a onetime class.

Adult Behavior Changes: Adults participating in pre and post food recalls and surveys showed:

- 60% showed improvement in one or more food resource management practices; planning meals, comparing prices, not running out of food, and using grocery lists.
- 75% showed improvement in one or more nutrition practices; planning meals, making healthy food choices, preparing food without adding salt, reading nutrition labels, and having children eat breakfast.
- 33% showed improvement in one or more of the food safety practices; thawing and storing foods properly.

- Worked with the following agencies/organizations/groups with adult nutrition programming:

The Carey House Homeless Shelter: 54 participants; 13 classes. The number of classes by each participant varied from one to eleven. The average number of lessons per participant was three.

Workplace Success: 68 participants; 13 classes. The average number of lessons per participant was two.

Sunrise Towers: 4 participants; One class on healthy eating strategies.

WIC Prenatal Clinic: Met with 26 pregnant mothers over four visits. Reviewed nutrition issues/concerns and informed them of this nutrition program available to them in the community.

- Nutrition Connections has made a difference in my life in these ways:
Feedback from four participants in the “Eat Healthy Stay Fit” Correspondence course:

“I never knew how to really budget for food before this course. This course taught me the purpose of food and nutrition labels and how to read them. I learned how I should be thawing meat a healthier way. I learned both why salt is good and bad for me, though I rarely cook with it. I learned how to eat more small snacks throughout the day. It is better than not eating or only eating 1 meal per day. It was all very helpful and easy to read material. Thank you so very much for all your time. I really enjoyed this course.”

“I feel that I am eating healthy now. It is better than before. I am more aware of what I am eating a lot less fat, salt, more fruits and veggies, plus, I feel better!”

“I catch myself watching what I eat a lot more than before. I stopped using salt and drinking soda.”

“I have always tried to make healthy food choices for my daughter and me but I got a lot of information from Nutrition connection to help me continue to do so and ways to do it on a budget.”

Program Activities for Youth

- Worked with 26 youth groups with a total of 421 youth

Worked with the following agencies/organizations/groups with youth nutrition programming:

Pre-School Groups: Seventy-eight pre-school age children from Head Start in Laconia and Woodland Heights Pre-school in Laconia participated in lessons. The primary focuses were for the children to see where their foods come from and to

talk about healthy food choices. The children sampled foods from each area of the pyramid, made butter, made healthy and unhealthy soda and sampled various grains along with pumpkin and sunflower seeds.

Woodland Heights School: Four first grade classes with 57 students along with four third grade classrooms with 61 students each participated in a series of 6 lessons on MyPyramid and healthy eating.

Elm Street School: Three first grade classes with a total of 50 students participated in a series of 6 lessons on MyPyramid and healthy eating.

Pleasant Street School: Three first grade classes with a total of 47 students participated in a series of 6 lessons on MyPyramid and healthy eating.

Interlakes Elementary: Three first grade classes with a total of 49 students and four second grade classes with a total of 68 students participated in a 6 week series on MyPyramid and healthy eating.

- Elementary school lessons revolved around the different food groups and always involved sampling a variety of healthy and often unusual foods from each food group.

Overall the first grade students showed the following behavior changes based on teacher observations:

- Looking for labels that said 100% juice and “whole” wheat on the packaging.
- Eating more fruits and vegetables. Bringing in healthier snacks and having daily conversations about healthier food choices. Trying new foods at lunch time.
- Being more aware of food safety and hand washing.
- A significant number of children made healthier milk choices as a result of these lessons.
- Many children switched from whole, 2% and sweetened milks to 1% or skim milk.
- More children are going home and “teaching” their families what they have learned.

Agricultural Resources:

Highlights of Agricultural Resources Program Impacts, Oct., 2009 – Sept., 2010

Belknap County Agricultural Statistics (US Census of Agriculture, 2007)

- 270 Farms
- 23,378 acres in farms
- \$7,668 million (value of products)
- 264 workers on farms with annual payroll of \$1.9 million

Commercial Agriculture Industry development

- Work included approximately 90 site visits on commercial farms plus phone calls and email contacts
- Fruit pruning workshop attended by 85

- Pasture management meeting attended by 24
- Pesticide recertification credit offerings-2 grower meetings
- Pesticide safety education for new private applicators (8 classroom hours-16 farmers)
- Agricultural engineering visits-a garlic drying system(for a Gilmanton farm producing several tons annually) and a milking parlor/cow handling system (for a small, Meredith dairy)
- Recommendations for control of specific crop pests, nutrient management issues, and other crop management problems resulted in a savings to growers of approximately \$200,000 as well as reducing risk of surface and ground water pollution.

Part-time farmers, home gardens and grounds, municipalities

- Over 900 phone, office visit, and e-mail contacts and occasional site visits on a range of issues including: Garden and household pests, Pest ID for rental housing management, Plant ID
- 14 articles on garden problems in local papers
- 5 meetings (Meredith-2,Laconia, Alton, Sanbornton) on home food production – 220 total attendance
- UNH Turf specialist brought in for consultation to assess Laconia recreational ball fields and make recommendations for improvements for both playability and appearance as well as to assess turf quality management for Meredith athletic and recreational fields.

Belknap County Conservation District 2010 Annual Report



Belknap County Conservation District (BCCD) is a non-regulatory county agency that exists to help the citizens of Belknap County manage their natural resources. Our primary focus is to prevent the loss of soil through erosion, contamination or depletion and to maintain or improve water quality both above and below ground. We accomplish this by providing access to technical expertise and financial assistance through our partnership with the USDA Natural Resource Conservation Service (NRCS); administering private and government grants; coordinating paid and volunteer labor; and collaboration with other federal, state, and local agencies/organizations. The Board of Supervisors of BCCD periodically surveys the public to identify specific concerns within the county that BCCD can address. Our current project priorities include agricultural conservation, community planning & water quality, wetlands & surface mining, wildlife & woodlands, and air quality & energy.

Accomplishments in 2010

In 2010 BCCD addressed the publics' identified concerns by:

Agricultural Conservation

- Securing cost-share funding to provide 100 hours of assistance to USDA Natural Resources Conservation Service on federal cost-share contracts held in Belknap County
- co-hosted USDA 2008 Farm Bill public information meetings
- provided administrative support to the Back To Farming at Laconia State School group
- hosted multiple free public information sessions on a variety of topics
- working with the Belmont Conservation Commission on expanding agriculture in town
- working with farmers interested in conservation easements
- working with farmers interested in farm energy audits and energy conservation
- assisting Lutheran Social Services with refugee farmers program
- partnering with UNH Cooperative Extension Master Gardeners on Demo Garden Project
- attending meetings of the Small and Beginner Farmer-NH organization and assisting with information outreach and their hayfields management program

Community Planning & Water Quality

- providing customers with aerial photos, computer generated soil maps and reports, and Soil Potential Index calculations to assist in land use planning

- hosted an information session about stormwater drainage for the City of Laconia
- provided outreach materials to libraries throughout the Belknap County
- met with municipal Conservation Commissions in county to offer program assistance
- hosted two Milfoil Control Public Information Sessions
- serving as a partner on the development and implementation of public outreach for the Lake Winnepesaukee Watershed Management Plan
- installed a rain garden at Center Harbor Town Beach
- assisted the Town of Gilford by coordinating technical assistance for grant application
- BCCD Board of Supervisors sent position letter to the NH legislative commission created to study the long-term use of state lands in Laconia
- participated in several public events by providing information sessions and displays
- managed Belknap County Community Gardens using solar panel powered drip irrigation technology
- working with the Town of Gilford on soil erosion issues related to Gunstock Brook

Wetlands & Surface Mining

- hosted an information session on the Wetlands Reserve Program
- working with landowners to identify funding sources for wetland conservation
- hosted two information sessions on NH DES rules on Stream Crossing

Wildlife & Woodlands

- held 2010 Tree Sale fundraiser – plants offered were chosen for their conservation, wildlife or home food production qualities
- working with Belknap County Forester to co-host programs, discuss potential projects, and network with interested citizens

Air Quality & Energy

- planning installation of a solar panel system to assist a farmer with energy conservation
- hosted Household Energy Meeting to inform public on energy efficiency and rebates
- submitted grant proposal for commercial farmer to upgrade greenhouse heating system
- promotion of NRCS Conservation Innovation Grants for energy conservation projects

Funding in 2010

- BCCD receives a portion of its funding from the county. In 2010 Belknap County contributed \$97,909 to BCCD's operating budget. The county

funds were used to pay the salary and benefits of one full-time staff member, the wages of two part-time staff members, and to have a financial review performed by auditors. Grant funds and other monies were secured through fundraising, service fees or donations to pay for project expenses and some operational costs. The county's contribution is vital to the ability of the District to apply for grants that bring additional dollars into Belknap County. Grantors see a contribution from the county as a validation of support. Without that validation grantors are not likely to award grant dollars. Most grants do not pay for staff, only the supplies for a project.

- BCCD works with the U.S. Department of Agriculture – Natural Resources Conservation Service to bring federal dollars into the county. These federal dollars are used for conservation projects and are dispersed throughout the county. Through its relationship with the Belknap County Conservation District (BCCD) the federal government annually supplies technical expertise, equipment and rental space to Belknap County valued at approximately \$654,752.
- BCCD extends a Thank You to the New Hampshire Charitable Foundation – Lakes Region, USDA Natural Resources Conservation Service, and private donors and customers for financially assisting us in our service to Belknap County.

Staff in 2010

- BCCD's activities are managed by Coordinator, Lisa Morin. Ms. Morin is a full time employee with benefits.
- BCCD part-time staff consists of Nancy Sapack, Program Assistant; Lisa Rixen, Project Manager; seasonal staffing provided by Jan Hooper and Shirley Stokes
- BCCD uses the services of paid consultant Lee Pleeter, Book-keeper
- VOLUNTEERS !!! Every year BCCD is indebted to its many volunteers who give their time and resources to Belknap County through our projects and programs.

Respectfully Submitted,
BCCD Board of Supervisors
John Hodsdon, Chairman

All BCCD and NRCS programs and services are offered on a nondiscriminatory basis without regard to race, color, national origin, religion, sex, age, disability, political belief, marital or familial status.



Respect Advocacy Integrity Stewardship Excellence

To the Residents of Belknap County:

Thank You for Supporting Genesis Behavioral Health!

Our mission is to provide direct services that enhance the emotional and mental health of our communities.

The appropriation we received from Belknap County's 2010 budget helped 93 adults between the ages of eighteen and fifty-nine access short-term therapy. These patients seek counseling for life issues such as family and marital problems, stress, depression, bereavement, or coping with a life event such as illness, divorce or job loss. They were supported based on proof of residency, as well as medical and financial need.

Last year, a total of 2,227 Belknap County residents came to Genesis Behavioral Health seeking help for their mental health problems. Belknap County residents accounted for 67% of the people we served throughout the year.

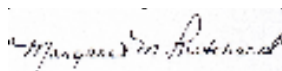
In an effort to link Belknap County residents to community resources, Genesis refers everyone without health insurance to Healthlink. We use the Healthlink plan as a form of discount for the patient. We do not ask Belknap County to support services for patients who have health insurance or sufficient funds to cover the cost of their services.

There are significant benefits to early detection of mental health problems and the use of short-term individual and group mental health services, both to the individual receiving the treatment and to the community itself. These include:

- Reduction in symptoms;
- Prevention of more costly treatment, such as Emergency Services or hospitalization;
- Ability to maintain stable employment;
- Increased participation in the community; and
- Fostering fulfilling relationships with family and friends.

The financial support of Belknap County provides critical access to mental health services for adults who do not have the resources to pay for medically necessary treatment. The community is our greatest ally, and we are grateful for your support.

Sincerely,

A handwritten signature in dark ink, appearing to read "Margaret M. Pritchard", written over a light-colored rectangular background.

Margaret M. Pritchard
Executive Director

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: BCEDC Sub-Committee

Date: 01/08/2010

Time: 10:30 AM

Present at Meeting:

Chairperson Judy Reeve, Dennis Fields, Donald Flanders, Kathryn Miller and Richard Stuart.

Significant topics of discussion:

BCEDC reviewed their proposed 2010 Budget with the sub-committee. There was discussion on needed office space, BCEDC currently has 10 offices and are able to stay where they are until everything is finalized with the new owner of the building. Although they don't need as large a space, the space being offered by the County Commissioners does not support their needs.

BCEDC is using the \$75,000 as a match with their monies of \$77,000 to obtain a grant of one million dollars. BCEDC says the \$75,000 shows support within the communities of Belknap County.

Motion made by Dennis Fields to add \$20,000 back into BCEDC's budget to bringing their budget back to the original request of \$75,000.

Motion Seconded by Kathryn Miller, all in favor.

Sub-committee 2010 Budget Recommendation: \$75,000.00

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Maintenance Department

Date: 01/21/2010

Time: 3:30 PM

Present at Meeting: Court House & Administration Sub-committee Members, Stephen Nedeau, Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: Harold Powell, Director of Maintenance went over the changes in his Budget. The consolidation of the Maintenance Departments, the big change was moving the full time employee from the Jail and the maintenance salary and benefit lines, also being moved into the Maintenance budget is the jail maintenance account. There was discussion on general maintenance within the maintenance budget. The other two big items in the maintenance budget is the Energy Conservation Grant and Stimulus monies. One of the uses with the Energy Grant will be to replace the boiler at the jail. County Administrator Deb Shackett gave an overview on the one time capital projects that the Stimulus monies can be used for.

Motion was made by John Veazey to recommend the amount as state of \$1,627,714.

Motion Seconded by Dennis Fields, all in favor.

Sub-Committee 2010 Budget Recommendation: \$1,627,714

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Registry of Deeds Office

Date: 01/21/2010

Time: 4:00 PM

Present at Meeting: Court House & Administration Sub-committee Members, Stephen Nedeau, Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: Barbara Luther went over her 2010 budget request. She briefly went over that she was doing more telephone conferencing versus traveling to her meetings. Barbara also went over her copier contract and mention there was a miss-understanding in her copier line item account, and that she would need an additional \$1,370 for the final payment.

Motion was by John Veazey to add \$1,370 to the recommended amount of \$501,057, for a total of \$502,427.

Motion Seconded by Dennis Fields, all in favor.

Sub-Committee 2010 Budget Recommendation: \$502,427

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: County Attorney

Date: 01/21/2010

Time: 4:30 PM

Present at Meeting: Court House & Administration Sub-Committee Members
Stephen Nedeau Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: Jim Carroll, County Attorney went over his 2010 Budget request. The two changes in his budget is a request for a part-time support staff person to go full-time and transferring the Medical Examiner line item into his budget. Jim says he relies on volunteers and interns, he said he was fortunate enough to have an intern this past summer while two employees were out for a period of time. Jim also spoke on Electronic Document Management this is something they would like to set up, as it would save on paper documents and storage space. It would also be quicker in locating and retrieving documents. Right now storage is in the basement of the Court House and is time consuming to locate these documents.

Motion was made by John Veazey to recommend the amount as stated of \$632,025.

Motion Seconded by Dennis Fields, all in favor.

Sub-Committee 2010 Budget Recommendation: \$632,025

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Administration/Commissioners

Date: 01/21/2010

Time: 5:00 PM

Present at Meeting: Court House & Administration Sub-Committee Stephen Nedeau Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: Debra Shackett, County Administrator gave an overview of both the Administration/Commissioners and the Finance Office budgets going over the re-organization between the two departments as well adding the delegation line item expense to the Commissioners budget. Also mention was additional monies for an audit to cover the expense of going out to bid and extra money for the Commissioners to continue the “County Conversations”.

Motion was made by Dennis Fields to recommend the amount as stated of \$463,361.

Motion Seconded by John Veazey, all in favor.

Sub-Committee 2010 Budget Recommendation: \$463,361

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Contingency Fund

Date: 01/21/2010

Time: 5:00 PM

Present at Meeting: Court House & Administration Sub-Committee Stephen Nedeau Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: There was brief discussion with County Administrator Debra Shackett and delegation members on the amount to appropriate.

Motion was made by John Veazey to recommend the amount as stated of \$100,000.

Motion Seconded by Dennis Fields, all in favor.

Sub-Committee 2010 Budget Recommendation: \$100,000

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Finance Office

Date: 01/21/2010

Time: 5:00 PM

Present at Meeting: Court House & Administration Sub-Committee Members
Stephen Nedeau Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: Debra Shackett gave an overview of the Finance Office budget and the re-organization of the department, now included in the Finance Department are computers for the whole county. There are also monies included in the Finance budget to cover the cost of going out to bid for IT support, creating a new Web site for the County and changing our Novell networking system. There is also an additional expense to add more users to the Finance software and for training.

Motion was made by John Veazey to recommend the amount as stated of \$282,922.

Motion Seconded by Dennis Fields, all in favor.

Sub-Committee 2010 Budget Recommendation: \$282,922

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Gunstock

Date: 01/21/2010

Time: 5:00 PM

Present at Meeting: Court House & Administration Sub-Committee Stephen Nedeau Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: Debra Shackett explain this is Gunstock's Bond Payment.

Motion was made by Dennis Fields to recommend the amount as state of \$117,420.

Motion Seconded by John Veazey, all in favor.

Sub-Committee 2010 Budget Recommendation: \$117,420

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Human Service

Date: 01/21/2010

Time: 5:00 PM

Present at Meeting: Court House & Administration Sub-Committee Stephen Nedeau Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: Debra Shackett, County Administrator explains there is no longer a Human Service Department; only the Long Term Care line item, the Commissioners are now paying 1/12 of the Cap every month.

Motion was made by Dennis Fields to recommend the amount as stated of \$5,035,000.

Motion Seconded by John Veazey, all in favor.

Sub-Committee 2010 Budget Recommendation: \$5,035,000

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: TAN & Bond Account

Date: 01/21/2010

Time: 5:00 PM

Present at Meeting: Court House & Administration Sub-Committee Stephen Nedeau Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: Debra Shackett, County Administrator explains this is our Tax Anticipation Notes and Interest and Bonded Debt and Interest.

Motion was made by John Veazey to recommend the amount at stated of \$284,297.

Motion Seconded by Dennis Fields, all in favor.

Sub-Committee 2010 Budget Recommendation: \$284,297

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Transfer of Funds

Date: 01/21/2010

Time: 5:00 PM

Present at Meeting: Court House & Administration Sub-Committee Stephen Nedeau Chairperson, John Veazey and Dennis Fields.

Significant topics of discussion: There was discussion on the amount of Funds in this budget line item and that it would change depending on the Nursing Home Budget.

Motion was made by John Veazey to recommend the amount as stated of \$3,116,458 and that it was subject to change.

Motion Seconded by Dennis Fields, all in favor.

Sub-Committee 2010 Budget Recommendation: \$3,116,458

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Belknap County Conservation District

Date: 01/22/2010

Time: 9:00 AM

Present at Meeting: Outside Agencies Sub-committee Members, Laurie Boyce, Chairperson, Judy Reeve, Elaine Swinford, Elizabeth Merry, Peter Bolster, William Johnson. Also present was Alida Millham.

Significant topics of discussion: Lisa Morin, Director of the Conservation District went over their 2010 Budget request, explaining the biggest increase was for a Financial Review of \$4,000. County Administrator, Debra Shackett explains to the sub-committee that it was the Commissioners who requested the audit of the Conservation District, which is why the Commissioners also supported the amount requested for the Financial Review.

Motion was made by Elizabeth Merry to recommend the amount as stated of \$97,909.

Motion Seconded by Judy Reeve, all in favor.

Sub-Committee 2010 Budget Recommendation: \$97,909

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Belknap County Coop Extension Service

Date: 01/22/2010

Time: 9:45 AM

Present at Meeting: Outside Agencies Sub-committee Members, Laurie Boyce, Chairperson, Judy Reeve, Elaine Swinford, Elizabeth Merry, Peter Bolster, William Johnson. Also present was Alida Millham and Dennis Fields.

Significant topics of discussion: Sue Cagle briefly went over their 2010 Budget Request. There was discussion on the budget increases related to their support staff. Sue went on to give a brief history of the Extension Service; there is one in each county. Their purpose is for education and outreach programs for residents in their respective counties.

Motion was made by William Johnson to recommend the amount as stated of \$155,396.

Motion Seconded by Elaine Swinford, all in favor.

Sub-Committee 2010 Budget Recommendation: \$155,396

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Community Action Program

Date: 01/22/2010

Time: 10:30 AM

Present at Meeting: Outside Agencies Sub-committee Members Laurie Boyce, Chairperson, Judy Reeve, Elaine Swinford, Elizabeth Merry, Peter Bolster. Also present was Alida Millham and Dennis Fields. William Johnson member of the Outside Agency Sub-committee recused himself.

Significant topics of discussion: Members from the Community Action Program briefly went over their programs, explain that the Belknap/Merrimack service 38 Communities. There was lengthy discussion on CAP's Senior Programs and how they outreach to the elderly in the communities. There was also discussion on Family Planning and that Belknap County had one of the highest rates (36%) for teen's pregnancy.

Motion was made by Peter Bolster to recommend the amount as stated in the Commissioners Budget for the Community Action Programs and also add \$5,000 for Family Planning and \$8,000 for Prenatal.

Motion Seconded by Elizabeth Merry. 4 to 1 and one recused motion passed.

A Second Motion was made by Elizabeth Merry, to approve the \$55,000 in the Senior Companion Program to cover the United Way portion.

Motion Seconded by Elaine Swinford, all in favor.

Sub-Committee 2010 Budget Recommendation: \$155,905

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Genesis Counseling Group

Date: 01/22/2010

Time: 11:15 AM

Present at Meeting: Outside Agencies Sub-committee Members, Laurie Boyce, Chairperson, Judy Reeve, Elaine Swinford, Elizabeth Merry, Peter Bolster, William Johnson. Also present was Alida Millham and Dennis Fields.

Significant topics of discussion: Representatives from Genesis went over their program, explaining the areas that impact their budget; out-patient program for un-insured, state funding levels have changed from \$106 to \$65 for the same service and client count is up and an increase in emergency services and un-insured.

Motion was made by Peter Bolster to recommend the amount as stated of \$34,200 pending updated financial audited report on the specific program by January 29th.

Motion Seconded by Elizabeth Merry, all in favor.

Sub-Committee 2010 Budget Recommendation: \$34,200

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Dept of Corrections

Date: 01/22/2010

Time: 2:00 PM

Present at Meeting: Law Enforcement Sub-Committee Members, Donald Flanders, Chairperson, Dennis Fields, Stephen Nedeau, Fran Wendelboe and Jeffrey St. Cyr. Also present was Alida Millham.

Significant topics of discussion:

Lt. Berry gave a brief overview of the proposed 2010 Budget with the sub-committee. He went over the re-organization of several of the accounts within Corrections Budget. The salary accounts reflect corrections one full time maintenance person being transferred to Belknap County's Maintenance Department to consolidate maintenance within the county, the other was setting up a separate salary account for part-time correction officers. Other account re-organization affected the General Operating Supply account, identifying specific expenditures as inmate, custodial, and office supplies, postage and ammunition.

There was also discussion on the amount budgeted for inmate food, Lt. Berry indicated there was an average daily count of 92 inmates at \$5.50 per meal.

Motion made by Stephen Nedeau to recommend the amount as stated of \$3,300,456.

Motion Seconded by Dennis Fields, all in favor.

Sub-committee 2010 Budget Recommendation: \$3,300,456

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Sheriff's Department

Date: 01/22/2010

Time: 3:00PM

Present at Meeting: Law Enforcement Sub-committee Members, Donald Flanders Chairperson, Dennis Fields, Stephen Nedeau, Fran Wendelboe and Jeffrey St. Cyr. Also present was Alida Millham

Significant topics of discussion: The Sheriff gave an overview of his 2010 Budget. There was discussion on how the Sheriff's Dept handled the process of out-of-state extraditions, and discussion on Regional Dispatching.

The Sheriff also discussed his cruiser line request, and explained that in this year's budget they will be leasing four new vehicle and lease payments for two vehicles from 2009. He went on to explain that the Ford Crown Victoria, will no longer be available after 2011, and with the current lease and this year's new lease they will be able to use the same equipment for their cruisers. With the purchase of four vehicles this year and two from last year, they will be able to see what vehicle Ford uses to replace the Crown Victoria.

Motion was made by Dennis Fields to recommend the amount as stated of \$1,996,805.

Motion Seconded by Stephen Nedeau, all in favor.

Sub-Committee 2010 Budget Recommendation: \$1,996,805

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Belknap County Youth Services

Date: 01/22/2010

Time: 4:00 PM

Present at Meeting: Law Enforcement Sub-committee Members, Donald Flanders Chairperson, Dennis Fields, Stephen Nedeau, Fran Wendelboe and Jeffrey ST. Cyr. Also present was Alida Millham

Significant topics of discussion: Brian Loanes went over merging the two programs of Restorative Justice and the Youth Services Program in Laconia. They have now merged the two programs to form Belknap County Youth Services, saving the taxpayers money by the merger. He went over some of the new programs and training brought on by the merging of the two programs.

There was also discussion on Tilton, Northfield and Sanbornton not part of Belknap County Youth Services, that they were part of the Youth Services Bureau.

Motion was made by Dennis Fields to recommend the amount as stated of \$193,274.

Motion Seconded by Jeffrey St. Cyr, all in favor.

Sub-Committee 2010 Budget Recommendation: \$193,274

Respectfully Submitted:

Marie Mora
Asst Finance Officer

BELKNAP COUNTY DELEGATION

SUB-COMMITTEE MEETINGS

Name of Sub-Committee: Nursing Home

Date: 01/29/2010

Time: 2:00 PM

Present at Meeting: Nursing Home Sub-committee Members, Fran Wendelboe, Kate Miller, Elaine Swinford, Donald Flanders and Dennis Fields

Significant topics of discussion: Courtney Marshall, Administrator at the Nursing Home went over some of the changes in the Nursing Home budget, re-organizing various positions within Adm, Nursing, and Dietary Departments, replacing old computers and Upgrading the Nursing Home's Web site, and some re-organization in the Maintenance Dept. so repairs now come from one line item.

There was discussion on an Orbital floor scrubber the Housekeeping Dept. is requesting, and there was discussion on the purchase of a new vehicle and furniture both to come from stimulus monies.

There was discussion on food cost and the amount that was being charged and reimbursed by the jail. The new Superintendent indicated that other counties compute the meal rates differently. So, the Nursing Home will be charging the jail \$1.99 per meal vs. the old rate of \$5.65. This change will affect the revenue going back to the Nursing Home.

There was also discussion on the most recent bond re-financing and what the County will save on interest and bond payment, the County Administrator did not have final numbers in yet, but agreed that the county would save around \$40,000 in 2010.

Motion was made by Dennis Fields to recommend the amount of \$11,281,724, removing the \$40,000 from the Bond Payment Account.

Motion was seconded by Kate Miller, all in favor.

Sub-Committee 2010 Budget Recommendation: \$11,281,724



Executive Committee Minutes Belknap County Convention March 4, 2010 at 4:00 PM

Chair Alida Millham called the meeting of the Belknap County Convention Executive committee to order at 4:12 PM on the above date at 34 County Drive, Laconia, NH.

In Attendance: Representatives Millham, Nedeau, Pilliod, Russell.

Also present: Debra Shackett, County Administrator, Michael Muzzey, County Treasurer.

Absent: Representatives Merry, Arsenault, and Flanders.

1. Tax Anticipation Notes (TAN's): The County Treasurer has come before the Executive Committee per RSA 29:8 to seek authorization to borrow up to \$14 million in anticipation of taxes for calendar year 2010. The Commissioners approved this authorization at their March 3, 2010 Commissioners meeting. Treasurer Muzzey explained how the estimated cash flow statement was projected through the end of the year. There was discussion. Administrator Shackett told the members that the County was in need of borrowing money now. M/Pilliod, S/Nedeau for the Executive Committee to approve the request of the treasurer for borrowing up to \$14 million in anticipation of taxes for Belknap County for 2010. Madam Chair asked if the members were ready for the vote: Unanimous vote in the affirmative. 4-0 in favor. Motion carries.

Public comment: Madam Chair asked for public comment. There was none.

Nursing Home Survey: Members of the Executive Committee would like to publicly acknowledge the accomplishment of the recent survey at the Nursing Home. This was a fantastic survey with very little deficiencies. The Nursing Home Director and the entire staff are to be commended for the excellent care they are providing to the residents of the Nursing Home.

Adjourn: At 4:20 PM, M/Nedeau, S/Pilliod to adjourn. Unanimous. Motion carries.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant



Belknap County Convention Meeting Minutes From March 15, 2010 at 6:00 PM

Chair Alida Millham called the meeting of the Belknap County Convention to order at 6:03 PM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

In Attendance: Representatives Swinford, Reeve, Miller, Johnson, Flanders, Merri, Nedeau, Pilliod, Arsenault, Millham, Russell, Boyce, St. Cyr, Wendelboe, Fields and Veazey.

Also present: Commissioner Edward Philpot, Debra Shackett, County Administrator, County Department heads, staff, outside agencies and members of the public.

Absent: Representatives Stuart and Bolster.

Moment of Silence: Chair Millham started the meeting with a moment of silence in honor of Mr. Kinney O'Rourke whom she said "spent a lot of time in this meeting room with us" and that he will be greatly missed. All paused for a moment of silence.

Sub Committee reports: Chair opened up the meeting to the Chairman of each subcommittee for their recommendations. They were as follow:

Administration, Chair Stephen Nedeau: Recommendation of \$463,361

Finance, Chair Stephen Nedeau: Recommendation of \$282,922

County Attorney, Chair Stephen Nedeau: Recommendation of \$632,025

Registry of Deeds, Chairman Stephen Nedeau: Recommendation \$502,427. The subcommittee added in \$1370 for copier payment. Only change made.

Sheriff's Department, Chair Donald Flanders: Recommendation \$1,995,305. The subcommittee removed \$1500 for dispatcher meals. Only change made.

Youth Services Bureau, Chair Donald Flanders: Recommendation \$193,274

Maintenance, Chair Stephen Nedeau: Recommendation \$1,908,179. Subcommittee added the \$147,000 for the energy grant and the \$133,465 for the roof replacement. Only changes made.

Human Services, Chair Stephen Nedeau: Recommendation \$5,035,000.

Corrections, Chair Donald Flanders: Recommendation \$2,996,391.
Subcommittee removed \$304,065 for food costs. Only change made.

Administration, Chair Stephen Nedeau:
Gunstock Debt Service: Recommended \$117,420
Debt Service: Recommended \$284,297
Contingency: Recommended \$100,000

Outside agencies, Chair Laurie Boyce: Recommendation \$986,983.
Subcommittee added back in \$13,000 for CAP and \$20,000 for
Economic Development Council.

Nursing Home, Chair Fran Wendelboe: Recommendation \$11,281,724.
Subcommittee removed \$40,000 due to the bond refunding.

Transfer to the Nursing Home: Recommended \$3,471,872.
Subcommittee added the \$304,065 which was the cost of food
that was deducted in Corrections and also added \$51,349 for
the Medicare rate decrease.

Motion for outside agency budget processes: Rep. Johnson made the motion to recommend in terms of process a better outline to meet with outside agencies during ht budget process. There is not an even balance if the outside agencies fund request. He would like to form a subcommittee to meet and talk about what information they are suppose to get and then come back to the full delegation with a recommendations. This subcommittee would meet first, before they meet with e outside agencies to review information. This is to improve the process. They would like this subcommittee to meet and discuss before the budget process net year. Rep. Merry seconded reiterating that this would be a process improvement. All feel this is good to better the process. Unanimous. Motion carries. None op-posed.

At 6:20 PM, Madam Chair opened the public meeting for comments.

Mr. Scott Dunn – Gilford Town Administrator discussed dispatch services. Mr. Dunn mentioned having a fee basis for all towns for services provided by the County Sheriff's dispatch. Mr. Dunn wanted to put the idea in everyone's head to explore changing dispatch service at the county level.

Commissioner Edward Philpot – Commissioner Philpot reiterated that the Commissioners did not support the \$13, 000 for CAP and the \$20,000 for BCEDC, and that is why they removed them. But he commented that other than those two items, everyone was on the same page. Commissioner Philpot also concurred that it would be great to define for the outside agencies, what they need to have at budget time.

Michael Pearson – Vice Chair, Belknap County Economic Development Council (BCEDC)

explained the budget request BCEDC made along with some changes that the organization has been faced with into 2010. They appreciated the County offering them office space for their needs, but unfortunately, the accommodations were not desirable for what their needs are.

With no further public comments, Madam Chair closed the public hearing at 6:30 PM.

Motion to approve 2010 Belknap County Budget: M/Russell made the motion to approve the budget in the amount of \$30,251,180, S/Nedeau. Madam chair asked for any comments: Rep. Boyce commended the Commissioners, department heads, outside agency heads and staff for doing a great job. Rep. Merry spoke to the fact that the County Conversations helped the budget process also. Rep. Pilliod indicated that Gunstock may have an additional \$100,000 from revenue for the county this year. Madam chair asked for the motion. All in favor. Unanimous. Opposed – there were none. Motion carries. Amount to be appropriated for the 2010 Belknap County Budgets is the \$30,251,180.

HB 1355: Rep. Wendelboe gave an update on HB 1355.

Registry if Deeds 2010 Resolution: Barbara Luther, Register of Deeds asked for the Delegation to approve the Belknap County Registry of Deeds 2010 Resolution. Ms. Luther had the original copy with her and she gave to the Chair to read aloud. M/ Nedeau, S/Merry to accept the resolution as read from the original copy. Madam Chair called for vote. All in favor. Unanimous. Opposed – there were none. Motion carries.

Adjourn: With no further business to discuss, M/Nedeau, S/Russell to adjourn at 6:38 PM. Unanimous.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant

A true record Attest:

Beth Arsenault, Clerk of the County Convention

**Belknap County Convention
Executive Committee Meeting
April 26, 2010 @ 4:00 PM**

Executive Committee Members Present: Representatives Millham, Nedeau, Piliod, Flanders and Russell.

Absent: Representatives Merry and Arsenault.

Also present: County Administrator Debra Shackett and Representative Swinford.

Open Meeting: Alida Millham, Chair called the meeting to order at 4:00 PM and the pledge of allegiance was recited.

Discussion on Elected Official Salaries: Rep Nedeau indicated considering the economic times that we should hold the line on the Elect Official Salaries, Rep Flanders and Rep Russell both agreed. Rep Russell made the motion to keep the Elected Official Salaries the same, motion was seconded by Rep Nedeau. Unanimous vote. Motion carries.

Budget Review: County Administrator Shackett did an overview of the 2010 General Fund budget, indicating that Legal Expense will go over budget, and there may be a problem with overtime in the Sheriff's Dept. In the Maintenance Dept overtime has gone over, due to snow plowing and trying to consolidate the county's maintenance department into one. Other unexpected expenditures in the maintenance department were the replacement of the emergency phone in the elevator and repair to the road leading to the Sheriff's Dept and Dept of Corrections. Ms. Shackett also mentioned that the replacement of the roof on the Court House is almost complete. An overview of the 2010 Nursing Home budget, Ms. Shackett mention that in the Maintenance Dept, their vehicle maintenance account would go over due to a Hand Brake on the Handicap Bus, which was very expensive to replace. The other problem is with overtime in the Nursing Dept which they are watching.

Rep Chair Millham asks if there was any other Business.

Rep Nedeau made the motion to adjourn, seconded by Rep Swinford.

Unanimous vote to adjourn at 4:26 PM

Respectfully submitted,
Marie Mora, Asst Finance Officer

A true record Attest:
Alida Millham, Chair of the County Convention



Belknap County Convention Meeting Minutes

May 24, 2010 at 6:00 PM

Chair Alida Millham called the meeting of the Belknap County Convention to order at 7:00 PM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

In Attendance: Representatives Millham, Swinford, Boyce, Wendelboe, Arsenault, Miller, Reeve, Pilliod, Merry, Fields, Flanders, Nedeau, Stuart, Russell, Bolster.

Also present: Matthew Lahey and members of the public

Absent: Representatives Veazey, Johnson and St. Cyr.

Discussion of the proposal to open the Prison Facility for Juveniles from the Sununu Center: Madam Chair opened up the meeting by informing the delegation that this was a briefing session on the Laconia State School Property and thanked all for attending to discuss this important item and to weigh in as a group. Members wanted to hear what was going on with the study. Madam Chair then turned the meeting over to Mr. Matthew Lahey who chairs the Commission tasked with identifying the best for the property. Mr. Lahey briefed the board of the work that the Commission has done thus far and that the goal is to have a final report delivered to the Governor and Senate by June 2011. Delegation members asked some questions and details about the property and different standpoints. Mr. Lahey told the delegation that in the coming months, there would be public session meetings where they (the Commission) will present base info and facts and then allow for public input. Some recommendations may be made by then. They will keep the delegation informed. Mr. Lahey had to leave to make it to another meeting. Madam Chair opened discussion for the delegates. The County Delegation unanimously agreed that they do not want a prison of any kind on that property. All concur.

Discussions open to the public: Madam Chair then opened up discussions to the public. Barnstead Selectmen Mr. Houle recommended the idea of a Belknap County Regional Vocational Technical Institute for that property. Madam chair asked if there was any other public input. No other members of the public spoke.

Madam Chair then outlined discussions. The delegation agrees that this item goes through the commission study process. Until the work of that Commissions study on the highest and best use of that property is done, the delegation members stay steady with their decision.

Other business as necessary: There was none.

Adjourn: M/Nedeau, S/Russell to adjourn at 7:50 PM. Unanimous. None opposed. Motion carries.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant

A true record Attest:

Beth Arsenault, Clerk of the County Convention

Belknap County Convention Meeting Minutes

July 15, 2010 at 4:00 PM

Chairman Alida Millham called the meeting of the Belknap County Convention to order at 4:00 PM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

In Attendance: Representatives Millham, Boyce, Flanders, Swinford, Nedeau, Veazey, Pilliod, Johnson, Bolster, Miller, Fields, Wendelboe and Russell.

Also present: Administrator Shackett, HR Director O'Neil, Sheriff Wiggin and members of the public.

Absent: Representatives St. Cyr., Stuart, Arsenault, Reeve, Merry,

Consideration of Cost Items in Collective Bargaining Contract: Chair Millham turned the meeting over to Mr. O'Neil for briefing on the Sheriff's Union CBA. Mr. O'Neil reported that negotiations were very good, relaxed and engaged. Mr. O'Neil provided the members with an outline of items that were agreed to. Items from wages, to COLA, to comp time and increase based on performance evaluation. Accrued time was also structured to be consistent with the other CBA's and the County's personnel policy. Mr. O'Neil indicated that this was a two year contract. Mr. O'Neil reviewed the costs over those two years. Mr. O'Neil is seeking approval of the cost items. M/Nedeau, S/Swinford to ratify the Commissioners result of the Belknap County Sheriff's Union agreement (CBA) based on the information presented. Chair Millham asked for any comments. There was none. Chair Millham called for the vote. Unanimous. None opposed. Motion carries.

Sub committee to oversee discussions on Nursing Home: Chair Millham appointed Representatives Millham, Merry, Miller, Swinford and Fields to serve on this subcommittee.

Outside agencies subcommittee: Rep. Johnson revisited the discussion on creating a form to be given to outside agencies to help prepare for the budget process. Rep. Johnson stated that the current outside agency subcommittee could meet to come up with some guidelines for the outside agencies to put a form together indicating information that they need to bring to prepare ahead of time for the budget process.

Discussions on the Nursing Home: Representatives shared their views from constituents on the sale/lease privatizing discussions regarding the county Nursing Home.

Prison Property update: Chair Millham stated that the Commission is still working on a study and that there is a public hearing regarding this issue at the Laconia

School on 8/24/10 and that more info is forthcoming.

Public Comment: Chair Millham asked if there was any public comment. There was none.

Adjourn: M/Russell, S/Swinford to adjourn at 4:40 PM. Unanimous. None opposed. Motion carries.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant

A true record Attest:

Beth Arsenault, Clerk of the County Convention

Belknap County Delegation Meeting Minutes

August 11, 2010 at 4:00 PM

Chairman Millham calls meeting to order at 7 PM.

Gunstock area Commissioner Howard Chandler is introduced, and explains the need for a revenue anticipating note (loan) for Gunstock, and introduces Gunstock General Manager Greg Goddard.

Mr. Goddard states that over the last few years, the Area has borrowed 950K, but this year, due to the reconstruction of the access road bridge, the request is for \$1.2 million. He went on to explain that this year's revenue exceeded \$8 million, and Gunstock's back in the black, as the old debt has been retired.

New improvements this year include top to bottom snowmaking on three more trails, all Area buildings have been refurbished in Adirondack style.

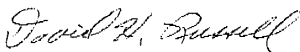
We are looking at a multi-season recreation plan, as 3.4 million people visit the Lakes Region in the summer, as compared to 1 million in the winter. He also noted that during Soul-Fest this year the campground attendance swelled from 250 to 600, reflecting a revenue for the event of \$120K.

Hearing no discussion, Chairman Milham called the question. Moved by Rep Pilliod: I move to authorize the Belknap County Treasurer to issue notes, on the concurrence of not less than four members of the Gunstock Area Commission, in an amount not to exceed One Million Two Hundred Thousand Dollars (\$1,200,000.00) on such terms and conditions as shall be negotiated by the Gunstock Area Commission. Said notes are issued in anticipation of revenues at Gunstock Ski Area and shall have a maturity date of not later than April 1, 2011. All notes pursuant to this authority shall contain an express provision that all fees, fares, and tolls as authorized by statute shall continue to be collected until such notes have matured. The Gunstock Area Commission shall pay the principal and interest on said notes out of revenues collected by Gunstock Area. Second by Rep Russell.

A roll call vote was taken (Certificate included). The request was approved unanimously with 15 yas and no nays.

Other business: County Administrator Deb Shackett requested to move \$25K from the General Fund to the legal account to cocer a personnel issue. Approved unanimously.

Meeting adjourned at 7:26 PM.
Respectfully submitted,



David H. Russell

Certificate of Vote

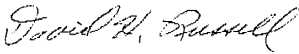
The following motion was made at the meeting of the Belknap County Convention (Legislative Delegation) on August 11, 2010. Notice of said meeting was posted as required by law.

“Pursuant to the authority of Chapter 399:15, 1959 NH Laws as amended, to authorize the Belknap County Treasurer to issue notes, on the concurrence of not less than four members of the Gunstock Area Commission, in an amount not to exceed One Million Two Hundred Thousand Dollars (\$1,200,000), on such terms and conditions as shall be negotiated by the Gunstock Area Commission. Said notes are issued in anticipation of revenues at Gunstock Ski Area and shall have a maturity date of not later than April 1, 2011. All notes issued pursuant to this authority shall contain an express provision that all fees, fares, and tolls as authorized by statute shall continue to be collected until such notes have matured. The Gunstock Area Commission shall pay the principal and interest on said notes out of revenues collected by Gunstock Area.”

The vote on the motion was as follows:

Rep Arsenault	___ - ___	Rep Nadeau	___ √ ___
Rep Bolster	___ √ ___	Rep Pilliod	___ √ ___
Rep Boyce	___ √ ___	Rep Reeve	___ - ___
Rep Fields	___ √ ___	Rep Russell	___ √ ___
Rep Flanders	___ √ ___	Rep St. Cyr	___ √ ___
Rep Johnson	___ √ ___	Rep Stuart	___ √ ___
Rep Merry	___ - ___	Rep Swinford	___ √ ___
Rep Miller	___ √ ___	Rep Veasey	___ √ ___
Rep Millham	___ √ ___	Rep Wendelboe	___ √ ___

I certify that this is the vote as included in the minutes of the aforementioned meeting.



Date ___ 8/11/10 ___

David Russell

Belknap County Delegation

BELKNAP COUNTY CONVENTION

Meeting Minutes - October 26, 2010

Present: Rep. Swinford, Rep. Fields, Rep. Stuart, Rep. Wendelboe, Rep. Bolster, Rep. Russell, Rep. Pilliod, Rep. Nedeau, Rep. Flanders, Rep. St. Cyr, Rep. Millham

The meeting commenced at 7:10 pm in the Meeting Room of the County Complex. Three candidates for Gunstock/ Belknap Are Commissioner were interviewed: Chris Blackstone, Alton; Sean Sullivan, Laconia, Peter Andreason, Laconia. Chris Blackstone was elected.

The vote:

	Blackstone	Sullivan	Andreason
Swinford		X	
Fields		X	
Stuart	X		
Wendelboe	X		
Bolster	X		
Millham	X		
Russell		X	
Pilliod		X	
Nedeau	X		
Flanders		X	
St. Cyr	X		

The Convention discussed new Memorandum of Agreement to replace the 2005 Agreement that is about to expire. There was discussion about the history of the document, the options for this agreement (no agreement, accept the agreement as proposed, seek another option.) The Commission, represented by Mr. Goddard and Commissioners Durfee and Chandler told the Convention that although the bonds have been paid off the Commission desires to express its commitment to the County with an annual contribution of \$175,000. Other language in the Agreement was updated. The Agreement will expire in 2015.

Motion by Rep. Russell seconded by Rep. Swinford to accept the Memorandum of Agreement as presented. **Unanimous approval.**

Motion by Rep. Nedeau, seconded by Rep. Russell to adjourn the meeting.

Respectfully submitted,

Alida Millham, Chair



Belknap County Delegation Meeting Minutes December 6, 2010 at 6:30 PM

Chair Alida Millham called the meeting of the Belknap County Delegation to order at 6:30 PM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

In Attendance: Representatives Millham, Flanders, Swinford, Pilliod, Simpson, Tobin, Greemore, Worsman, Accornero, Luther, Tilton, Comtois, Malone, Bolster, Fields, St. Cyr and Russell.

Also present: Commissioners Boothby and Philpot, Administrator Shackett, County Department Heads, outside agencies and members of the public.

Absent: Representative Kingsbury.

Moment of Silence: Chair Millham immediately asked for a moment of silence for former Representative John Veazey who passed away.

Introductions: Chair Millham proceeded to have all 18 delegation members introduce themselves and state which district they represent.

Election of Officers: M/Swinford, S/Russell to nominate Rep. Millham as the Chair. Nominations closed. One vote to elect: All in favor. None opposed. Motion carries. M/Flanders, S/Fields to nominate Rep. Russell as the Vice Chair. One vote to elect: All in favor. None opposed. Motion carries. M/Bolster, S/Swinford to nominate Rep. St. Cyr as the Clerk. One vote to elect: All in favor. None opposed. Motion carries.

Election of Executive Committee: Roll call sheets were provided to all 18 delegation members to use for voting in the Executive Committee members along with the instructions for how the votes would work. Chair Millham explained that you can vote no more than four times. The following Representatives were nominated: Flanders, Bolster, Tilton, Swinford, Fields and Worsman. After the votes were tallied, the outcome was as follows: Flanders = 15 votes, Bolster = 8 votes, Tilton = 12 votes, Swinford = 12 votes, Fields = 13 votes and Worsman = 6 votes. The four new members (in addition to the three officers) are: Flanders, Tilton, Swinford and Fields. (7 total on the Executive Committee)

The organization portion of the meeting of the County Delegation was concluded at 7:03 PM. At 7:04 PM the Chair announced that the Commissioners would now present their 2011 budget and handed the meeting over to Chairman Boothby.

2011 Commissioners Budget Presentation: Commissioner Boothby introduced the County Department Heads and the fact that they won the award from the New Hampshire Association of Counties (NHAC) for the County Team Award 2010 at this year's Annual Conference. Kudo's! Commissioners Boothby also introduced the Commissioners elect, Stephen Nedeau and John Thomas. A power point presentation began. Commissioners discussed slide by slide and the presentation concluded at 7:43 PM.

Public Comment: Chair Millham asked for public comment. Chair asked that you introduce yourself and indicate where you are from when you ask your question.

1. Curt McGee/Sanbornton asked questions regarding the fund balance and its history.
2. Rep. Worsman asked about the history of personnel, salary for departments, fund balance history and stimulus money.
3. Rep. Greemore asked about stimulus projection for 2010.
4. Rep. Bolster asked about FMAP line item/stimulus relative to capital improvements.
5. Rep. Comtois asked about health insurance.

Chair Millham asked if there was any other public comment. There was none.

County Attorney position: Chair Millham announced that the Delegation would be faced with appointing a replacement County Attorney and that the Attorney Generals office will be involved in this process. It was unanimously determined that two weeks from tonight (December 20th) a meeting regarding this issue will be scheduled and the Attorney General's office will be present to give an overview on RSA 91:A.

Adjourn: M/Swinford to adjourn. Unanimous. Motion carries. Meeting was adjourned at 8:10 PM

Respectfully submitted,

Angela A. Bovill, Administrative Assistant

Executive Committee of Belknap County Delegation
December 20, 2010 1:00 pm
Meeting Minutes

Members Present: Frank Tilton, Don Flanders, David Russell, Alida Millham, Dennis Fields, Elaine Swinford

Absent: Jeffrey St. Cyr

Also Present: Colette Worsman, Jim Pilliod, Jim Carroll, County Attorney, and Debra Shackett, County Administrator

The Committee met to review the process to fill the vacancy that will be left when Jim Carroll resigns in mid January.

Attorney Carroll recommended that the Delegation appoint Carley Ahern as Interim County Attorney until the position can be filled. He also suggested some of the qualifications that the Delegation might consider when evaluating candidates. He reviewed the current office staff and assured that the Interim Attorney will have assistance from the Attorney General's office as needed. Attorney Carroll also reviewed his relationship and involvement with local law enforcement.

Alida Millham presented an outline of a process to consider. Debra Shackett suggested utilizing the County's Human Resources Director, Norman O'Neil to assist with the process. The Committee agreed.

The meeting was adjourned at 1:50 pm.

Respectfully submitted,

Debra A. Shackett, County Administrator

**Belknap County Delegation
December 20, 2010 2:00 pm
Meeting Minutes**

Members Present: Frank Tilton, Don Flanders, David Russell, Alida Millham, Dennis Fields, Elaine Swinford, Bill Tobin, Peter Bolster, Bob Luther, Tyler Simpson, Bob Greenmore, Colette Worsman, Jim Pilliod, Robert Malone

Absent: Jeffrey St. Cyr, Guy Comtois, Robert Kingsbury, Harry Accornero

Also Present: Norm O'Neil, HR Director, and Debra Shackett, County Administrator

Mr. O'Neil offered to assist with the process of finding a new County Attorney to fill the impending vacancy. He was asked to draft an advertisement.

The members discussed many of the qualifications they would look for, residency requirements, the process for evaluating candidates, and the releases that would be required for an adequate background check.

The Delegation appointed Carley Ahern as Interim County Attorney during the vacancy. (Peter Bolster made the motion, second by Jim Pilliod, unanimous affirmative vote).

They considered authorizing the Executive Committee to bring forward the top candidates for interview.

The Chairman reviewed the Right to Know Law and asked everyone to read it. Everyone understood the open, public process that will be followed.

The meeting was adjourned at 3:00 pm.

Respectfully submitted,

Debra A. Shackett, County Administrator

