

Sullivan County NH

Type of meeting: Board of Commissioners Public Business Meeting
Minutes
Date/Time: Tuesday, September 30, 2008; 3:00 PM
Place: Newport – Remington Woodhull County Complex,
14 Main Street, Newport NH 03773

Attendees: Commissioners Jeffrey Barrette – *Chair*, Bennie Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Greg Chanis – *County Administrator*; Ted Purdy – *S.C.H.C. Administrator*; Ross Cunningham – *DOC Superintendent*; Kevin Warwick – *Alternative Solutions Inc.*; *County High Sheriff* Michael Prozzo; Sharon Johnson-Callum (minute taker).

Public Attendees: Ben Bulkeley – *Eagle Times Staff Reporter* and State/County Delegates Suzanne Gottling and Peter Franklin.

3:04 The Chair opened the meeting and led all in the *Pledge of Allegiance*.

Agenda Item No. 1 MS45 Form Ratification

Mr. Chanis noted a copy of the MS45 was distributed [Appendix A.1-11]. This form is required by NH State Department of Revenue Administration (DRA) to assist the State in calculating and setting the towns/city tax apportionment rates. The auditors, using FY08 audited final numbers, e-mailed Mr. Chanis the form for review, which was performed. The form requires a signature of Board Clerk. Mr. Chanis confirmed health care insurance numbers would not change. He noted LGC requested a fee for the actuarial study, which he decided was not worth the cost.

3:05 Mr. Franklin arrived.

3:07 Motion: for the Clerk to sign the MS45.
Made by: Jarvis. Seconded by: Barrette.
Voice vote: All in favor. Commissioner Nelson was not present for the vote.

Mr. Chanis confirmed numbers in the draft audit report disbursed earlier will not change. However, auditors may do edits on the narratives.

Non Agenda Item Medicaid Cost Report

Mr. Chanis noted Mr. Purdy brought with him to the meeting two identical Medicaid Cost Reports [Appendix B reflects signature page only], which require an "Officer" to sign, along with Mr. Purdy. Mr. Purdy confirmed this document impacts the base line cost report the State determines. Mr. Purdy noted it showed a decrease in net loss, as compared to last year; if you subtract depreciation, we had positive difference of 163,000 as compared to last year; incrementally, he confirmed it is more positive. Mr. Purdy confirmed the report does not factor in acuity like Medicare. He confirmed the next rate "snapshot" will be 9/30/08 and released February 2009. Commissioner Barrette requested a comparison of cost per patient day in relationship to year prior.

**3:10 Motion: for the Chair to sign the Medicaid Cost Report.
Made by: Jarvis. Seconded by: Barrette.
Voice vote: all in favor. Commissioner Nelson absent from the vote.**

Agenda Item No. 2 Firing Range Update

Sheriff Prozzo confirmed he's awaiting a detailed site plan from the sportsman club. He confirmed the sportsman club understands they will need to deal with the Town of Unity on site plan issues. The club plans to attend a Commissioners meeting in October. Sheriff Prozzo confirmed he is comfortable being the liaison for the County and will be attending the meetings with the sportsman club to help answer any questions. The Commissioners expressed their primary concern is to accommodate the County's law enforcement criteria and are willing to go with Sheriff Prozzo's recommendations.

Agenda Item No. 3 County Administrator's Report

Agenda Item No. 3.a. Grants

1. Juvenile Justice Planning Grant (JJPG) \$31,246 FY08-FY09 – Mr. Warwick provided a brief summary of the group's investigation and planning process, which took place over the past year, under the facilitation of the Judge Cardello, to discover how they could intervene in the juvenile justice issues and cut costs.
2. JJPG FY09-FY10 \$75,000 Proposal – Mr. Warwick distributed copies of the RFP [Appendix C.1-18] illustrating the groups goal to provide more intense services for clients and families to stabilize home situations. The RFP deadline is 10/22/08. The plan changed very little since he met last with the Board of Commissioners, other than adding best practice models. They will apply for full funding of the project. There are no County positions, just contracted. The group is excited about the possibility of the proposal. Chances of receiving funds are very good. He reminded the Board they authorized the "go ahead" at their July meeting. They should hear from the grantor by mid November. If approved, once the funds are received, they have a full calendar year to use the funds.
3. JSI/CHI \$2,500 Stipend for PHN Assessment [Appendix D.1-3] – Mr. Chanis noted this was a stipend associated with the PHN grant from the State the County currently provides fiscal oversight of. As part of State's pool of AHHR monies, the State contracted with CHI to coordinate with PHN Coordinators. The goal is to perform an assessment of local health capacity. This is not part of PHN scope of service, but will be handled by the PHN Coordinator, Jessica Rosman. Ms Rosman will find people to help collect the data. Examples of data collection include: "Who has public health officers?" and "What are their duties?" They anticipate collection of data finalized by the end of next month. The funds have already been received at the Commissioners Office.

Agenda Item No. 3.b. Accounting Manager Position Update

Mr. Chanis noted the Accounting Manager position was advertised and they are accepting applications until 4 PM Friday, 10/3. He'll begin reviews of the resumes next week. The office has received three applications, so far.

Agenda Item No. 3.c. County Timber Sale Bid Update – Provide County Administrator Authorization to Execute Contract

Mr. Chanis referred them to summary labeled "Marshall Pond Lot Timber Harvest Update" [Appendix E.1-8], which listed the five bids received. He noted, of the bid revenue amount: 12% would go to New England Forestry Associates fee, 10% towards Town of Unity for the timber tax, with the balance, approximately \$30,000, for the County. They budgeted \$7,500 revenue. Depending on when the timber is cut, dictates when the payment is received; in minimum, County should see about \$17,000 in FY09. Mr. Chanis noted, New England Forestry is pleased with Cutting Edge Timber Harvesting LLC, have indicated they are conscientious and will do what they say and recommends going with the high bidder. If cold this winter, they will perform the timber cutting during the winter; when to cut timber decision will be based on Dave Kent's decision as monitor of the parcel.

3:34 Motion: to accept the bid from Cutting Edge Timber Harvesting of Marlborough NH in the amount of \$42,136.69 and to authorize the County Administrator to sign the Notice of Intent to Cut Wood or Timber and the agreement between the County and County Edge Timber Harvesting LLC.

Made by: Nelson. Seconded by: Jarvis.

Voice vote: All in favor.

Agenda Item No. 3.d. FY08 Audit Update

The Exit Interview with auditors is scheduled for 10/14/08 [Please note, this interview date changed to 10/23/08 after this meeting was held].

Mr. Chanis reminded the Board they'd no longer have IBNR next year as the County changed Health Care providers. He discussed the approximate run costs, items not included in the cost and budgeted amounts for this issue.

Non Agenda Item Transfer of Funds Request [Appendix F.1-2.]

Supt. Cunningham noted they've spent 55% of the \$3,200, and he wants to be proactive as they are transferring inmates out to four other jails. Supt. Cunningham noted he first contacts the Sheriff's Office for availability to do transfers, then, if unavailable, DOC performs the transfers themselves. In doing so, DOC transportation costs have almost doubled. Gas prices and transport costs have increased. They have 12 on electronic monitoring once a week. Plus, they have clients on work release to check. Once an inmate graduates to better behavior, they reduce monitoring to bi-weekly. He noted funds to cover this would come from the staffing line.

3:46 Motion: to authorize [Superintendent] Ross [Cunningham] to do transfer forms [using \$5,500] from salary [line 10.600.10001] to gasoline [line 10.600.16069].

Made by: Nelson. Seconded by: Jarvis.

Voice vote: All in favor.

Agenda Item No. 4. DOC Superintendent's Report

Agenda Item No. 4.a. Census

Supt. Cunningham distributed copies of 9/30/08 memo from L. Keefe to Supt. R. L. Cunningham regarding census and the population breakdown as of September 30th [Appendix G.1-2.] and discussed both. They will be transferring out inmates - females were sleeping on floors - and wanted to make sure the Board was aware of this. As of today, twelve are on home confinement. Commissioner Barrette pointed out that the number of inmates they have in other counties is double what Sullivan is holding for others. Because of this, Supt. Cunningham warned the Board future discussions might include medical costs per diem rates charged by other counties. He also noted he was fielding phone calls from angry attorneys and family members asking why certain inmates were transferred out. He noted he has the authorization to do this when safety issues are concerned.

Agenda Item No. 4.b. Staffing

Supt. Cunningham has one vacancy, but hopes to fill that by end of week. They have a pending promotion to corporal. Interns are melding well with staff and inmates and have become more familiar with jail set up and operations. Interns are working on creating a resource book for offenders when they leave.

Non Agenda Item Community Service Aspect

Supt. Cunningham noted Whelan Industries donated lights for DOC community service vehicle, while La Valleys has donated tools, gloves and safety gear. They anticipate bringing the van to the Claremont chili festival. They've shifted staff to commit one staff to Claremont each week. They were able to locate an older radio at no cost to the County, which will be arrive soon, to be used for the project. Supt. Cunningham confirmed he would check with NH Primex on property liability issues for the project.

Agenda Item No. 5 Commissioners Report

Agenda Item No. 5.a. Sullivan County Health Care Advisory Panel

The Chair directed all to the "SCHC Advisory Committee" document, which displayed draft goal, challenges and committee make [Appendix H]. Commissioner Barrette noted the term was not included and recommends making the life of committee, as a whole, a one-year term with reassessment later. Mr. Chanis and Mr. Purdy concurred and noted they enthusiastically welcome the panel. Mr. Chanis noted if the Board's intention is to convene a panel for specific reasons, and the committee makes recommendations, the Board needs to move forward on those recommendations or it would fail to be productive. Commissioner Nelson requested to have more than one hospital representation to the committee. Mr. Purdy pointed out they rarely receive referrals from New London as New London has their own nursing facility, their referrals from Hitchcock are primarily received electronically, most referrals come from Valley Regional, but they receive a large number from Ascutney and Springfield, also. He confirmed he could follow up with another hospital to ascertain their interest in participating in the panel. The group debated other goals to include. Mr. Purdy noted they needed to identify the needs of county residents. Commissioner Jarvis would like to see a least two representatives of the elderly housing community. The group further discussed other elderly housing centers and included Rep. Gottling's recommendation to include Sunapee's large senior center group. The Board discussed who would speak with which groups:

- Mr. Purdy will contact hospitals and the elderly care members.
- Mr. Franklin confirmed he could appoint a Delegation member, upon receipt of a formal letter from the Board.
- Mr. Purdy confirmed he could draft a letter to Chair of Delegation to request they appoint a member to the panel.

Mr. Franklin advised the Board to decide on the mission, so that the letter notes the purpose of the committee, and warned no one will have interest if their letter is vague. Mr. Chanis reminded the Board NH Primex will assist the County with the committee and may have input on the letter, also. Mr. Chanis confirmed, at the next meeting, they would have a draft of the letter and flush out the details of the process of how many meetings there will be for the panel. Rep. Gottling recommended they include, in the letter, the panel would be working with NH Primex, as it would bring credibility to the panel and their mission.

Agenda Item No. 5.b. Non Union Employee Health Care Plan Decision

The Board reviewed the prior motion they made on 7/29/08 4:43 PM [Appendix I.], the "Non Bargaining Unit Health Insurance Variables" document [Appendix J], and the "County Health Insurance Cost Comparisons" document [Appendix K] showing comparisons between four plans. Commissioner Nelson noted the motion was made with the intent for the Delegation to treat all employees equally with the salary raises. Both Commissioner Nelson and Barrette expressed disappointment in the Delegates decision to raise Union salaries by 3% and others 2%.

**4:28 Motion: to offer non-union folks [table option on spreadsheet] 2 & 3, effective date 12-1-08; \$125 one time payout to [employees who] switch to Primex 10; with a rebate for employees increased to \$200, with exception of 2 employee/2 person family [who are] not to be eligible for the rebate.
Made by: Nelson. Seconded: Jarvis.
Voice vote: All in favor.**

Non Agenda Item DES Wetlands Informational Session Request

Commissioner Barrette received a DES wetlands and shorelines informational session request from various members of the community, which he also would be interested in. He noted between the numerous ponds and lakes, the county has lots of shoreline acreage and requested Mr. Chanis check into having one of these sessions held in the county. Mr. Chanis confirmed he would speak to Mr. Wilner of UNH Cooperative Extension.

Agenda Item No. 6 Public Participation

Rep. Franklin – questioned if there was any difference or certain advantages to the County doing the firing range vs. collaboration with a private club? Commissioner Barrette noted, in terms of the building of the range, if the County wanted to pursue this, the County need only notify the town. However, with another potential entity involved, a site review and planning approval is required. Plus, there is significant cost to setting up the range, which would not be born by the County if they entered a public/private partnership. Rep. Franklin indicated there were noise regulations and wondered if the collaboration had any effect? Commissioner Barrette noted the proposed site includes berms, feels the noise would not be a problem, but would not

know that until the range was built. Commissioner Nelson questioned Mr. Franklin on the noise ordinances, if the State or Federal government had specific ones. Mr. Franklin could not site specific numbers, but noted noise with regards to firing ranges was a big issue at State level.

Rep. Franklin questioned if the programs listed on the Juvenile Justice Planning Grant RFP were programs the committee was recommending or current ones? After a brief debate, it was noted those programs were ones that had been offered or were currently offered, and reviewed again by the committee.

Rep. Franklin requested the Board consider a joint exit interview with the auditors be scheduled after the Delegates have a chance to review the audited financial reports and formulate questions at their 10/15 meeting. He indicated he questioned the rationale of the auditors charging extra when he scheduled an extra meeting for the Delegates with the auditors last year. After a brief discussion, the Board decided to schedule a meeting on a date convenient for the Delegates. The Board, Mr. Franklin and Ms. Gottling discussed tentative dates: Thu Oct 23rd, Fri. Oct 24th and Tue. Oct. 28th. Mr. Chanis will check with the auditors to find out what day is best for them.

Rep. Franklin requested a copy of the MS45. Mr. Chanis provided a copy to him.

**Agenda Item No. 7 Executive Session Per RSA 91-A:3.II.a&c.
Personnel Issue**

**4:59 Motion: to go into Executive Session for RSA 91-A:II.c. for a personnel issue.
Made by: Jarvis. Seconded by: Nelson.
Those in executive session included: Commissioners, Mr. Chanis, Mr. Purdy and Ms. Johnson-Callum
Roll call vote: All in favor.**

**5:20 Motion: to go out of Executive Session.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: All in favor.**

There was no formal decision required regarding discussions in Executive Session.

**5:23 Motion: to go into Executive Session per RSA 91-A:3.II.a & c
Personnel Issue.
Made by: Jarvis. Seconded by: Nelson.
Those in Executive Session included: all three Commissioners, Mr. Chanis and Ms. Johnson-Callum.
Roll call vote: All in favor.**

**5:38 Motion: to come out of Executive Sessions.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: All in favor.**

Mr. Chanis confirmed he would provide updated information regarding the Executive Session issue during their next meeting [Oct 14th].

Non Agenda Item FY08 County Draft Audit Report & FY08 Exit Interview

After a brief discussion, Commissioner Barrette requested future draft documents not be distributed until finalized. He confirmed the Exit Interview should be warned as a special Commissioners meeting, with invitations sent to the Delegates to attend. He noted they would have a set Q & A time.

Non Agenda Item Eagle Times & Valley News articles with misstated information

Mr. Chanis discussed recent articles published by reporters of the Eagle Times and Valley news held misstated information. He noted he had e-mailed the Board a draft his rebuttal to one of the articles and could tailor the other, if the Board approved.

**5:57 Motion: to authorize the County Administrator to send a letter to the Eagle Times Editor as rebuttal [to the 9/25/08 article written by Ben Bulkeley] and to send one [rebuttal] to Valley News.
Made by: Nelson. Seconded by: Jarvis.
Voice vote: all in favor.**

Agenda Item No. 8 Meeting Minutes Review

September 16, 2008 Public Meeting Minutes

**6:02 Motion: to approve the [9/16/08 public meeting] minutes as typed.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: all in favor.**

Agenda Item No. 9 Adjourn Meeting

**6:03 Motion: to adjourn the meeting.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: all in favor.**

Respectfully submitted,



*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.

Date signed: 10-28-08



Sullivan County NH, Board of Commissioners

**REGULAR BUSINESS MEETING
AGENDA - 2nd Revision**

Tue, Sep 30, 2008, Time 3 PM

Place: Sullivan County Newport Complex
14 Main Street, Newport NH 03773 – Commissioners' Conference Room

- | | | | | |
|------|-----------|----|--------------------------|--|
| 3:00 | PM – 3:05 | PM | 1. | MS45 Form Ratification |
| 3:05 | PM – 3:15 | PM | 2. | Firing Range Update |
| 3:15 | PM – 3:35 | PM | 3. | County Administrator's Report |
| | | | a. | Grants |
| | | | 1. | Juvenile Justice Planning Grant (JJPG) \$31,246
FY08 – FY09 Update |
| | | | 2. | JJPG FY09-FY10 \$75,000 |
| | | | 3. | JSI/CHI \$2,500 Stipend for PHN Assessment |
| | | | b. | Accounting Manager Position Update |
| | | | c. | County Timber Sale Bid Update - Provide County
Administrator Authorization to Execute Contract |
| | | | d. | FY08 Audit Update |
| 3:35 | PM – 3:55 | PM | 4. | DOC Superintendent's Report |
| | | | a. | Census |
| | | | b. | Staffing |
| 3:55 | PM – 4:15 | PM | 5. | Commissioners' Report |
| | | | a. | Sullivan County Health Care Advisory Panel: discuss
list of those to invite and facility challenges |
| | | | b. | Non Union Employee Health Care Plan Decision: See
7/29/08 4:43 PM Motion |
| 4:15 | PM – 4:25 | PM | 6. | Public Participation |
| 4:25 | PM – 4:35 | PM | 7. | Executive Session Per RSA 91-A:3.II.a&c
Personnel Issue |
| 4:35 | PM – 4:40 | PM | 8. | Meeting Minutes Review |
| | | | <input type="checkbox"/> | Sep. 16, 2008 Public Meeting Minutes |
| 4:40 | PM | | 9. | Adjourn meeting |



Sullivan County NH, Board of Commissioners

Upcoming Events:

- **Sep 30th, Tue. FY 08 County Annual Report Due Out Per RSA's.**
 - Report still pending - awaiting final audit report to include.
- **Oct 5th, Sun. – Oct. 8th Wed. NHAC Annual Conference & Trade Show.**
- **Oct 8th, Wed. District Conservation Tour for County Elected & Government Officials, with Jan Heighes**
 - **Time:** 1 PM. **Place:** Claremont, Big Lots Parking Lot – Reservations required through Jan Heighes.
- **Oct 13th, Mon. Columbus Day – Newport County / State Complex Closed.**
- **Oct 14th, Tue. Next Board of Commissioners meeting.**
 - **Time:** 3 PM. **Place:** Unity, Sullivan County Health Care Facility, 1st Floor, Recreation Room.

2008

<p>FORM F-65(MS-45) (6-19-2007)</p> <p style="text-align: center;">STATE OF NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION MUNICIPAL SERVICES DIVISION</p> <div style="text-align: center;">  </div> <p style="text-align: center; font-weight: bold; font-size: 1.2em;">NEW HAMPSHIRE ANNUAL COUNTY FINANCIAL REPORT</p>	<p style="text-align: center; font-weight: bold;">GOVERNMENTS DIVISION USE ONLY</p> <div style="text-align: right; padding-top: 20px;"> <p>State of New Hampshire Department of Revenue Administration Municipal Services Division PO Box 487 Concord, NH 03302-0487 Telephone: (603) 271-3397</p> </div>
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PLEASE
RETURN
COMPLETED
FORM TO

January 1, 2007 to December 31, 2007

OR

July 1, 2007 to June 30, 2008

MAILING ADDRESS	Number and street			Telephone		
	14 Main Street			Area code	Number	Extension
	Town			FAX		
	Newport			Area code	Number	
	State	ZIP Code	603	863-2560		
	NH	03773	603	863-9314		

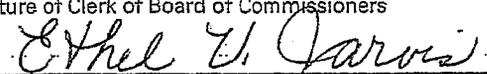
WHEN TO FILE

March 1st — For counties reporting on **calendar year basis**.

Sept. 1st — For counties reporting on **optional year basis**.

CERTIFICATION

This is to certify that the information contained in this report was taken from official records and is complete and correct to the best of my knowledge and belief. — *Please sign in ink.*

Signature of Clerk of Board of Commissioners 	County Sullivan	Date 9/30/08
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Part I GENERAL FUND — MODIFIED ACCRUAL — Continued					
Acct. No.	SOURCES OF REVENUES AND CREDITS	Amount	Acct. No.	SOURCES OF REVENUES AND CREDITS	Amount
3110	3100 Assessments/Taxes Property taxes (Unincorporated places)	T01 10,369,380	3401	3400 Charges for services (General fund) Sheriff's department	A89 181,909
3111	Municipal assessment	T01	3402	Register of deeds	A89
3120	Land use change tax (Unincorporated)	T01	3403	Corrections	A89 74,724
3180	Resident tax (Unincorporated places)	T01	3404	Nursing homes	A89
3185	Yield tax (Unincorporated places)	T01	3406	Cooperative extension	A89
3186	Payments in lieu of tax (Unincorporated)	U99	3407	Maintenance department	A89
3187	Payments in lieu of tax	U99	340_	Other — Specify <input checked="" type="checkbox"/>	A89
31_	Other — Specify <input checked="" type="checkbox"/>		340_		A89
1.			340_		A89
2.		U99	340_		A89
3290	Revenue from licenses, permits, and fees Other licensing and permit taxes	T29	340_		A89
			340_		A89
			340_		A89
			3501	3500 Revenue from miscellaneous sources Sale of county property	U11
	3300 Revenue from Federal Government Airports	B01	3502	Interest on investments	U20 9,710
	Natural resources	B59	3503	Rents	U40
	Sewerage	B80	350_	Royalties	U41
	Other	B89	3504	Fines and forfeits	U30
			3506	Insurance premiums and reimbursements	U99
			3508	Private or public donations	U50
			3509	Other miscellaneous sources	U99 208,500
3351	3350 Revenue from the State of New Hampshire Shared revenue (unincorporated places)	C30			
3352	Incentive funds	C30 157,946			
	Sewerage	C80			
3354	Water pollution grants	C89	3912	3900 Other financial sources Transfers from special revenue funds	392,445
3356	State and Federal Forest Land (unincorporated places)	C89	3913	Transfers from capital project funds	
3359	Other — Specify <input checked="" type="checkbox"/> Miscellaneous	C89 6,452	3914	Transfers from proprietary funds	1,247,821
	Welfare (including Medicaid)	C79	3915	Transfers from capital reserve	
	3370 Revenue from other governments Sewerage	D80	3916	Transfers from trust and fiduciary fund	
	Other	D89	3934	Proceeds from long-term notes/bonds	
				TOTAL REVENUES	\$ 12,648,887

Please continue in next column.

Part I GENERAL FUND — MODIFIED ACCRUAL — Continued				
Acct. No.	EXPENDITURES	Total expenditure (a)	Equipment and land purchases (b)	Construction (c)
	4100 General government	E29	G29	F29
4110	County convention costs			
4120	Judicial	E25	G25	F25
4122	Jury costs	E25	G25	F25
4123	County Attorney's Office	E25 385,710	G25	F25
4124	Victim Witness Advocacy Program	E25	G25	F25
4130	Executive	E29	G29	F29
4150	Financial administration	E23	G23	F23
4155	Personnel administration Commissioner's Office	E29 195,511	G29	F29
4192	Medical examiner	E62	G62	F62
4193	Register of deeds	E29	G29	F29
4194	Government building maintenance	E31	G31	F31
4196	Insurance not otherwise allocated	E89	G89	F89
4198	Contingency			
41__	Other — <i>Specify</i> <input checked="" type="checkbox"/> General Government	E89 1,925,154	G89	F89
41__		E89	G89	F89
	4200 Public safety and corrections	E62	G62	F62
4211	Sheriff's department	E62 625,020	G62	F62
4212	Temporary custody of prisoners	E62	G62	F62
4214	Sheriff's Support services	E62	G62	F62
4219	Other public safety	E89	G89	F89
4230	Correction	E04 2,676,700	G04	F04
4235	Adult probation and parole	E05	G05	F05
	4300 County Farm Administration	E89	G89	F89
4301	Administration	E89	G89	F89
4302	Operating expense	E89	G89	F89
4309	Other — <i>Specify</i> <input checked="" type="checkbox"/>	E89	G89	F89
		E89	G89	F89
		E89	G89	F89
	4400 County nursing home Administration	E77	G77	F77
4411	Administration	E77	G77	F77
4412	Operating expense	E77	G77	F77
		E77	G77	F77
		E77	G77	F77
4439	Other health	E32	G32	F32
	SUBTOTAL all expenditures	\$ 5,808,095	\$	\$

Part I GENERAL FUND — MODIFIED ACCRUAL — Continued				
Acct. No.	EXPENDITURES	Total expenditure (a)	Equipment and land purchases (b)	Construction (c)
	SUBTOTAL all expenditures — Enter figures from page 4. →	5,808,095		
	4440 Human services	E79	G79	F79
4441	Administration	4,645,495		
4442	Direct assistance	E67		
4442	Money paid directly to needy persons not covered by Federal programs (general relief, home relief, poor relief, etc.)	E68		
4443	Board and care of children	E79	G79	F79
444_	Other — <i>Specify</i> ✓	E89	G89	F89
444_	Other — <i>Specify</i> ✓	E89	G89	F89
	4610 Cooperative extension services	E59	G59	F59
4611	Administration	286,216		
4619	Other conservation	E59	G59	F59
	4650 Economic Development	E89	G89	F89
4651	Administration			
4652	Economic development	E89	G89	F89
4659	Other	E89	G89	F89
	4700 Debt service			
4711	Principal, long-term bonds and notes			
4721	Interest, long-term bonds and notes	I89		
4723	Interest on revenue anticipation notes	I89	127,881	
47_	Other debt service	E23		
	4800 Intergovernmental transfers			
	4900 Capital outlay			
4901	Land and improvements			
4902	Machinery, vehicles, and equipment			
4903	Buildings			
490_	Other		67,907	
	Transfers to — Specify ✓			
491_	<i>Specify</i> ✓			
491_	<i>Specify</i> ✓			
491_	<i>Specify</i> ✓			
	GRAND TOTAL ALL EXPENDITURES →	\$ 10,867,687	\$ 67,907...	\$

Part II SCHEDULE OF LONG-TERM INDEBTEDNESS

The amount of outstanding long-term indebtedness must be reported as of the end of the county fiscal year.

Schedule of long-term indebtedness as of Fiscal Year ending _____						Month 06	Day 30	Year 2008
Long-term bonds/notes outstanding <i>List each issue separately</i> (a)	Purpose of issue — <i>Mark (X) appropriate column</i> (b)					Amount (c)		
	Hospital bonds	Court house	Farm	Corrections	Other			
1. Capital Leases					X	-0-		
2.								
3.								
4.								
5.								
6.								
7.								
8. Total long-term bonds/notes outstanding end of fiscal year _____						\$		

Part III RECONCILIATION OF OUTSTANDING LONG-TERM INDEBTEDNESS

	Amount
1. Outstanding debt — Beginning of fiscal year	40,150
2. New debt created during the fiscal year	
a. Long-term notes issued	
b. Bonds issued	
3. TOTAL — Sum of lines 2a and 2b _____	\$ -0-
4. TOTAL — Sum of lines 1 and 3 _____	\$
5. Debt retirement during fiscal year	
a. Long-term notes paid	40,150
b. Bonds paid	
6. TOTAL — Sum of lines 5a and 5b _____	\$ 40,150
7. TOTAL outstanding debt — End of fiscal year Line 4 less line 6 _____	\$ -0-

Part IV SUMMARY OF REVENUES FOR ALL OTHER FUNDS

A. REVENUE AND OTHER FINANCING SOURCES	Capital projects	Special revenue	Proprietary funds	
	(a)	(b)	Enterprise (c)	Internal service (d)
1. Revenue from taxes/assessments	T01	T01	T01	
2. Revenue from licenses, fees, etc.	T29	T29	T29	
3. Revenue directly from Federal Government	B89	B89	B89	
4. Revenue from State of New Hampshire	C89	C89	C89	
5. Revenue from other government	D89	D89	D89	
6. Revenue from charges for service — <i>Specify</i> ✓	A89	A89	A89	
a. Register of Deeds		455,837		
b. Other	A89	545,671	A89	
c. Nursing Home	A89	A89	A89 11,316,573	
d.	A89	A89	A89	
7. Revenue from miscellaneous sources — <i>Specify</i> ✓	U20	U20	U20	
a. Interest on investments				
b. Other miscellaneous sources	U99	U99	U99	
8. Interfund operating transfers in		86,914		
9. Proceeds from long-term notes/bonds				
10. TOTAL REVENUE AND OTHER SOURCES →	\$	\$ 1,088,422	\$ 11,316,573	\$

CONTINUE WITH PART B ON THE NEXT PAGE.

Part IV SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS — Continued

EXPENDITURE (BY FUNCTION)	Capital projects	Special revenue	Proprietary funds	
	(a)	(b)	Enterprise (c)	Internal service (d)
1. Maintenance of government buildings	F31	E31	E31	
2. Public safety	F89	E89 202,648	E89	
3. Corrections	F05	E05	E05	
4. County nursing home	F77	E77	E77 12,039,097	
5. Human services	F79	E79 309,827	E79	
6. Cooperative extension services	F59	E59	E59	
7. Other — Specify <i>z</i>	F89	E89	E89	
a. General Government		20,572		
b. Register of Deeds	F89	E89 317,772	E89	
8. Capital outlay	F89	F89	F89	
9. Depreciation/Amortization		120,478		
10. Debt service	E23	E23	E23	
11. Interfund operating transfers out		55,876	807,354	
12. Intergovernmental transfers				
13. TOTAL EXPENDITURES	\$	\$ 1,027,173	\$ 12,846,451	\$

Remarks

FORM F-501(MS-45) (6-16-2007)

Part V BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS

A. ASSETS	Acct. No.	Capital projects (a)	Special revenue (b)	Proprietary funds	
				Enterprise (c)	Internal service (d)
1. Current assets					
a. Cash and equivalents	1010		90,723	18,716	
b. Investments	1030				
c. Accounts receivable	1150		70,528	2,157,998	
d. Due from other government	1260				
e. Due from other funds	1310				
f. Other — <i>Specify</i> <input checked="" type="checkbox"/> Inventory				35,769	
Restricted Cash	14__			85,740	
2. Fixed assets					
a. Land and improvements	1610				
b. Buildings	1620			8,715,192	
c. Machinery, vehicles, equipment	1640			2,388,282	
d. Construction in progress	1650				
e. Accumulated depreciation	1690			(6,810,375)	
f. Other assets	1700				
3. TOTAL ASSETS →	XXXXX	\$	\$ 161,251	\$ 6,591,322	\$

CONTINUE WITH PART B ON THE NEXT PAGE.

Page 9

Part V BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS — Continued

B. LIABILITIES AND FUND EQUITY	Acct. No.	Capital projects (a)	Special revenue (b)	Proprietary funds	
				Enterprise (c)	Internal service (d)
1. Liabilities					
a. Accounts payable	2020		10,515	457,347	
b. Compensated absences	2030			192,767	
c. Contracts payable	2060				
d. Due to other government	2070				
e. Due to other funds	2080		17,775	5,092,139	
f. Other — Specify <u>✓</u>					
(1) Accrued Liabilities	2__		14,914	517,581	
(2) Other Liabilities	2__		42,416	12,839	
(3) Due to Residents	2__			85,740	
g. TOTAL liabilities — Sum of lines a through f(3) →		\$	\$ 85,620	\$ 6,358,413	\$
2. Fund equity/Capital					
a. Reserve-encumbrances	2440				
b. Reserve — Special purpose	2490				
c. Unreserved fund balance	2530		75,631		
d. County contributed capital	2610				
e. Other contributed capital	2620				
f. Retained earnings	2790			232,909	
g. TOTAL fund equity — Sum of lines a through f →		\$	\$ 75,631	\$ 232,909	\$
3. TOTAL LIABILITIES AND FUND EQUITY Sum of lines 1g and 2g →		\$	\$ 161,251	\$ 6,591,322	\$

Part VI SUPPLEMENTAL INFORMATION WORKSHEET

A. INTERGOVERNMENTAL EXPENDITURES
 Report payments made to the State or other local governments on reimbursement or cost-sharing basis. Do not include these expenditures in part IV.

Purpose (a)	Account No. (b)	Amount paid to other local governments (c)
Cooperative extension services	4610	M59 \$
Cities - Towns	4199	M89

Purpose (a)	Account No. (b)	Amount paid to the State (c)
Welfare		L79 \$
All other purposes	4199	L89

B. DEBT OUTSTANDING, ISSUED, AND RETIRED

Long-term debt purpose (a)	Bonds outstanding at the beginning of this fiscal year (b)	Bonds during this fiscal year		Outstanding at the end of this fiscal year (e)
		Issued (c)	Retired (d)	
All debt -0-	19U -0-	29U -0-	39U -0-	49U -0-

C. SALARIES AND WAGES	Total wages paid
Report here the total salaries and wages paid to all employees of your county before deductions for social security, retirement, etc. Include also salaries and wages paid to employees of any utility, owned and operated by your government, as well as salaries and wages of county employees charged to construction projects. These amounts may be taken from the W3 form filed by your government for the year ended December 31.	200 7,604,062.01

D. CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR
 Report separately for each of the three types of funds listed below, the total amount of cash on hand and on deposit and investments in Federal Government, Federal agency, State and local government, and non-governmental securities. Report all investments at market value. Include in the sinking fund total any mortgages and notes receivable held as offsets to housing and industrial financing loans. Exclude accounts receivable, value of real property, and all non-security assets.

Type of fund (a)	Amount at end of fiscal year Omit cents (b)
Sinking funds - Reserves held for redemption of long-term debt	W01
Bond funds - Unexpended proceeds from sale of bond issues held pending disbursement	W31
All other funds except employee retirement funds, and nonexpendable trust funds.	W61 326,029

CENSUS USE ONLY

PLEASE BE SURE YOU HAVE COMPLETED SECTION VI

STATE OF NEW HAMPSHIRE
DIVISION OF HUMAN SERVICES

CERTIFICATION

Medicaid Annual Report for Nursing Facilities

<p>A. MEDICAID PROVIDER NUMBER: <u>83016933</u></p> <p>Provider Name: <u>Sullivan County Health Care</u></p> <p>Address: <u>5 Nursing Home Drive, Unity NH 03743</u> <small>NUMBER CITY/STATE ZIP CODE</small></p> <p>County: <u>Sullivan</u></p> <p>Telephone Number: <u>603 542-9511</u></p> <p>Federal Employer ID Number <u>69-012076</u></p> <p>Date of Initial License for Current Provider <u> </u> / <u> </u> / <u> </u></p> <p>Type of Ownership:</p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Voluntary, Non-Profit</td> <td><input type="checkbox"/> Proprietorship</td> <td><input checked="" type="checkbox"/> Governmental</td> </tr> <tr> <td>1 Charitable Corp.</td> <td>1 Partnership</td> <td>1 State</td> </tr> <tr> <td>1 Other Non-Profit</td> <td>1 Corporation</td> <td>① County</td> </tr> <tr> <td>1 Trust</td> <td>1 "Sub-S"</td> <td>1 Other</td> </tr> <tr> <td></td> <td>1 Trust</td> <td></td> </tr> <tr> <td></td> <td>1 Other</td> <td></td> </tr> </table> <p>ACCOUNTING BASIS</p> <p><input type="checkbox"/> ACCRUAL <input type="checkbox"/> MODIFIED CASH <input type="checkbox"/> CASH</p> <p>In the event there are further questions about this report, please contact: <u>Ted Purdy</u></p> <p>Telephone Number: () <u>603-542-9511 ext. 217</u></p>	<input type="checkbox"/> Voluntary, Non-Profit	<input type="checkbox"/> Proprietorship	<input checked="" type="checkbox"/> Governmental	1 Charitable Corp.	1 Partnership	1 State	1 Other Non-Profit	1 Corporation	① County	1 Trust	1 "Sub-S"	1 Other		1 Trust			1 Other		<p>C. CERTIFICATION BY OFFICER, ADMINISTRATOR and PREPARER</p> <p>I have examined the contents of the accompanying report for the period from <u>07 / 01 / 07</u> To <u>06 / 30 / 08</u> and certify to the best of my knowledge and belief that the said contents are true, accurate, and complete statements in accordance with applicable instructions. Declaration of preparer (other than provider) is based on all information of which preparer has any knowledge.</p> <p>WHOEVER KNOWINGLY AND WILLFULLY MAKES OR CAUSES TO BE MADE ANY FALSE STATEMENT OR REPRESENTATION OF A MATERIAL FACT AS PART OF THE SUBMISSION OF THIS REPORT IS GUILTY OF CRIMINAL CONDUCT UNDER FEDERAL AND STATE LAW AND, UPON CONVICTION, SHALL BE FINED AN/OR IMPRISONED.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center; vertical-align: middle;">OFFICER</td> <td>(Signed) <u>Jeffrey R B</u> (Type or print name) <u>JEFFREY R. BARRETT</u> (Title) <u>CHAIR, BOARD OF COMM</u> <u>9/30/08</u> <small>(DATE)</small></td> </tr> <tr> <td style="text-align: center; vertical-align: middle;">ADMINISTRATOR</td> <td>(Signed) <u>Ted Purdy</u> (Type or Print Name) <u>Ted Purdy</u> (Title) <u>Administrator</u> <u>9/30/08</u> <small>(DATE)</small></td> </tr> <tr> <td style="text-align: center; vertical-align: middle;">PREPARER</td> <td>(Signed) <u>See attached compilation report</u> (Name of Firm) <u>Melanson Heath & Co., P.C.</u> <small>(DATE)</small> (Address) <u>102 Perimeter Road, Nashua NH 03603</u></td> </tr> </table>	OFFICER	(Signed) <u>Jeffrey R B</u> (Type or print name) <u>JEFFREY R. BARRETT</u> (Title) <u>CHAIR, BOARD OF COMM</u> <u>9/30/08</u> <small>(DATE)</small>	ADMINISTRATOR	(Signed) <u>Ted Purdy</u> (Type or Print Name) <u>Ted Purdy</u> (Title) <u>Administrator</u> <u>9/30/08</u> <small>(DATE)</small>	PREPARER	(Signed) <u>See attached compilation report</u> (Name of Firm) <u>Melanson Heath & Co., P.C.</u> <small>(DATE)</small> (Address) <u>102 Perimeter Road, Nashua NH 03603</u>
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State of New Hampshire
 Division for Juvenile Justice Services
 OJJDP Grant Application
 October 1, 2008 – September 30, 2009

Submitting Agency: **Sullivan County**

Section A Introduction:

Sullivan County has worked on a series of projects over the last several years to begin to address juvenile justice issues. The types of programming include the following:

Program	Program Type	Program Description
Community Alliance of Human Services 136 Charlestown Rd Claremont, NH 03743 Julie Carson 542-4976	Sullivan County Youth Diversion Program	The Sullivan County Youth Court Diversion Program allows youth and adults to learn from their offense(s) through a contract. Contracts consist of community service hours, apology letters, research papers, tours of the Sullivan County Jail, teen groups, and referrals to outside resources. It has served over 250 youth and families within Sullivan County to date. The fee is based on income and ranges from \$35 to \$75.
Same as above	Sullivan County Community Service Program	Our community service program continues to have sites throughout Sullivan County that allow youth to complete community service hours that are court ordered or mandated on the youth diversion contract. Referrals may come from schools, churches, individuals and other community sources. It has served over 150 youth and families within Sullivan County. This program is free of charge.
Same as above	Youth Educational Shoplifting Program (Y.E.S.)	This copyrighted shoplifting intervention program is designed to educate youth on the damage shoplifting does to their family, their community and to themselves as well as providing insight into the legal consequences for their actions. The home-study program includes a verification quiz as proof of completion. It also includes a "psychological profile analysis and risk assessment" to determine the youth's potential to re-offend and/or the need for additional referrals and

		support. Referrals to YES for youth ages 11-17 may come from diversion, courts, schools, stores or any other appropriate community referral source.
Newport Enrichment Team 58 North Main Street Newport, NH 03773 Samantha Clough 863-3022	Alternative Education	The main goal of this program is to improve aspirations of Newport youth, raise expectations of the community, and decrease the barriers that prevent at-risk youth from accessing available programs and services.
SAU 43 Early Childhood Support Team 17 Depot Street Newport, NH 03773 Betsy Gibbs 863-3540 x101	Early Intervention Education	Funds are used to support a team of professionals to promote emotional health and behavior management of young children in SAU43. The Program offers developmental screening to children ages 3-5 years and special education services.
Youth Intervention Program (Ramona Berman MS) Sullivan Co Commissioners 14 Main Street Newport, NH 03773 Sharon Callum 863-2560	Substance Abuse Prevention	Alcohol/drug prevention targeting middle school and high school students by providing education and counseling to the students and their families.
Sullivan Area Housing Coalition Homeless Shelter PO box 603 Claremont, NH 03743 Laurie Jewett 542-9528	Family Support	This program assists homeless children through services such as coordination of schooling, childcare, social activities, medical and developmental screening.
West Central Behavioral Health-Dartmouth Hitchcock Bailey Avenue Claremont, NH 03743 Philip Wyzik 448-0126	Family Support	Funds will be used to develop a family support library for families using West Central Behavioral Health. The library will include a range of mental health materials for children and adults. Internet access will be available.

During the planning process, the County has established a **Juvenile Justice Coordinating Committee**, which has met throughout the planning grant and has developed both the program concept and the budget for operations for the program. They are as follows:

Judge Cardello	Newport Family Division	Chairperson
Casey Laurie	Supervisor Juvenile Probation and Parole Division of Juvenile Justice Services	
Marc Hathaway	County Attorney	
John Gramuglia	Sullivan County Department of Corrections	

Perry Edson	ES Coordinator, West Central Behavioral Health
Sherry Curtis	Sullivan County Human Services Coordinator
Linda Davies	Director of Claremont 21-c/Claremont School District
Liz Henning	Coordinator SPF F.C Community Coalition
Grèg Chanis	Sullivan County Manager
Matthew Hogan	Newport Police Department
Tara Geer	Court Liaison SAU 43
Jan Peterson	State Public defender's Office
Kevin Warwick	Consultant

Section B Problem Statement:

STATUS OF JUVENILE JUSTICE IN NEW HAMPSHIRE

Prepared for the New Hampshire State Advisory Group on Juvenile Justice, the following issues have been identified in Sullivan County:

- Data Issues** – As discussed in last year's recommendations, data consistently needs to be kept across years in order to analyze trends and to enable conclusions that are more than very tentative at best. For instance, YDC data had such little detail that the minor description presented here does not really assist in understanding more about the population and no tentative conclusions can be drawn. Further, it is important to know which juveniles receive which DJJS services. That information can then be compared to arrests and cases, as well as compared across demographic and geographic differences. This proposal will help analyze some of the core issues identified above.
- Table 10 demonstrates that 50% of youth went home after their period of detention-** Table 10 shows discharge destination by county. Over half of YDSU youth in Belknap, Carroll, Cheshire, Strafford, and Sullivan counties went home after their detention stays, again questioning the need for initial detention placement.

TABLE 10

Discharge Destination	Percent within County (number)									
	Belknap	Carroll	Cheshire	Coos	Grafton	Hillsborough	Merrimack	Rockingham	Strafford	Sullivan
Home	56.3% (9)	54.1% (13)	63.2% (12)	18.2% (2)	27.3% (3)	37.3% (25)	44.6% (26)	41.3% (26)	58.8% (10)	50% (14)
Alternative Home	0	0	10.5% (2)	0	0	1.5% (1)	6.9% (4)	1.5% (1)	0	0
Foster Care	0	4.2% (1)	0	0	18.2% (2)	7.5% (5)	1.8% (1)	4.8% (3)	0	3.6% (1)
Shelter Care	25.0% (4)	4.2% (1)	10.5% (2)	27.3% (3)	9.1% (1)	17.9% (12)	15.5% (9)	14.3% (9)	17.6% (3)	17.8% (5)
Residential Facility	6.2% (1)	12.5% (3)	10.5% (2)	45.5% (5)	27.3% (3)	11.9% (8)	20.7% (12)	20.6% (13)	11.8% (2)	25% (7)
Out of State	0	0	0	0	18.2% (2)	1.5% (1)	1.8% (1)	1.6% (1)	0	0
YDC	12.5% (2)	25.0% (6)	5.3% (1)	0	0	22.4% (15)	6.9% (4)	15.9% (10)	11.8% (2)	3.6% (1)
Jail	0	0	0	9.0% (1)	0	0	1.8% (1)	0	0	0
Total	100% (16)	100% (24)	100% (19)	100% (11)	100% (11)	100% (67)	100% (58)	100% (63)	100% (17)	100% (28)

An additional study identified that there is a substantial variation in the rate of children in out-of-home placements by county. From 2002 to 2004, Sullivan County averaged a rate of 12.6 out-of-home placements per every 1,000 children, the highest three-year average in the state. Rockingham has the lowest rate, with an average out-of-home placement of 2.8 children per every 1,000 children (Kids Count New Hampshire Data book 2007).

In addition, the annual costs of placements in residential facilities for Sullivan County (which is 25% of the total costs) are as follows:

- | | | |
|----------------------------------|------|--------------------------|
| • Intensive group with education | (49) | \$177,572 |
| • Secure Detention | (26) | \$42,177 |
| • Secure Treatment | (7) | \$90,592 (Same as above) |

The current key issue as noted above, is that clients and parents do not have enough community-based support systems. This proposed program would provide support and supervision for the youth and additional support for parents. Coordination with the court will occur throughout the process. Identifying sound practices through evidence-based research, implementing interventions in a lower cost scenario, and measuring the effectiveness of the various efforts and making adjustments as determined necessary will be instrumental in providing positive outcomes for this program.

The family is often a key factor in the prosocial development of youth. Several literature reviews (Henggeler, 1989; Loeber and Dishion, 1983; Loeber and Stouthamer-Loeber, 1986; and Snyder and Patterson, 1987) support the contention that family functioning provides an early and sustained impact on family bonding, conduct disorders, school bonding, choice of peers, and subsequent delinquency.

A clear review proves the following:

1. The County needs improved data management to gather essential information on the juvenile justice population;
2. The County, with the sound implementation of evidence-based practice, working with both the parents and the youth in a coordinated way, can utilize residential services in a more cost effective manner;

3. Coos County and Sullivan County refer a much higher rate than other counties to outside agencies;
4. There needs to be a clearer understanding of where and to what type of program youth go after police custody in the county (If this was a Department of Defense situation, then Congress would simply cut the funds until they could be accountable for expenditures); and
5. Sullivan County has the highest out-of-home placement rate in the state of New Hampshire.

The Committee and Consultant did an analysis of 2006 cases, reviewed records related to expenditure by the County for residential services, and looked at the risk/needs instrument to review those who have an identified need for both supervision and services. The list below details the high risk factors and low protective factors that have lead to the youth's involvement in the juvenile justice system. The following is part of the analysis for this population in Newport:

Snapshot 2007 - Newport

PF* Score	Areas of Need
7	Peer group, substance abuse, education, abuse, parent support, conflict
3	Educational issues, peer group, parent (conflict)
4	Assault, educational issues, parents (substance abuse)
2	Assault, suicide, peer group, drugs, educational issues, parents (substance abuse, violence)
8	Educational issues, parents (substance abuse, criminal justice system, frequent moves)

***PF - Protective Factor (lowest score indicates greater areas of risk/need)**

The review above indicates the following areas of need:

- There is not enough support for educational programs and conflict resolution for this client population; and
- Many of these clients have parents involved in the system who have demonstrated little or no ability to make good decisions on their own.

There are limited options in Sullivan County that support both the juvenile and his/her parents in the process. Although there is an excellent program offered by the University of New Hampshire Cooperative Extension Service, there is little to support the intensive needs of this target population.

Other available services often have long waiting lists. However, there is no service available that targets all the needs of this high-risk population at one location. There is an absence of coordination of services between the courts and local treatment providers.

The following charts rate the key issues:

Identified problem areas for youth

Issue	#
Parents	12
Drugs/Alcohol	8
Assault/Violence	9
Peer	8
Education	9
Suicide	2

Identified problem areas for parents

Issue	#
Substance Abuse	10
Criminal Justice System	3
Unstable Moves	4
Conflict	5

As noted here, the critical issue among the youth was lack of parental support. Yes, both the youth and the parents have a demonstrated a need for services. The Committee indicated that it was

difficult to get immediate services—such as substance abuse treatment—for both parents and the youth. In addition, programs that focus on the ongoing communication issues between parents and youth are available in some cases, but not specific to the needs of this high-risk population.

The significant issues found in the data, and supported by first hand experience of committee members is as follows:

- The single largest issue found was related to the parents;
- There were addiction issues related to the parents and the clients;
- There were some issues regarding immediate access to treatment for youth; and
- There were limited services to deal with the specific needs of youth and their family together.

Section C Goals:

It is imperative that delinquency prevention programs reinforce the parent– child bond as a means of preventing delinquent behavior. One way of reinforcing the parent–child relationship is to decrease risk factors and increase protective factors for delinquent behavior through parent training and family strengthening programs. These programs address important family protective factors such as parental supervision, attachment to parents, and consistency of discipline (Huizinga, Loeber, and Thornberry, 1995). They also address some of the most important family risk factors such as poor supervision, excessive family conflict, family isolation, sibling drug use, and poor socialization (Kumpfer and Alvarado, 1995).

The key deliverable items that the SAG/State would see at the end of this process would be as follows:

- An improved community-based service delivery system that is less reliant on residential beds;
- An ongoing system of regular communication between key system stakeholders;
- Development of a case management program to service high risk and special needs clients and their families;
- Recommend options that will enhance these programs, and means to secure funding for such; and
- An improved data system to help coordinate efforts of key agencies.

Goals and Outcome Measures

Goal # 1

An improved community based service delivery system that is less reliant on residential beds.

The Case Management program will allow additional clients to be served while in the community. The probation officer, the case management staff, the judge, and other key officials will meet regularly to review clients who have been ordered into the program. The program will serve 7-8 clients and their families per day, with the hopes of serving 9-12 over the first year of program operation. The reduction of one residential placement through the course of the year would pay for the program costs. The Juvenile Justice Coordinating Committee agreed that providing the case management program through an agency that already offers a wide variety of services, would be more efficient and cost effective than hiring a county employee.

Wraparound/Case Management is complex, multifaceted intervention strategy designed to keep delinquent youth at home and out of institutions whenever possible. There is a consensus that true wraparound programs feature several basic elements, including:

- **A collaborative, community-based interagency team**
- **Formal interagency agreement**
- **Care coordinators** who are responsible for helping participants create a customized treatment program and for guiding youth and their families through the system of care. In most wraparound programs, these care coordinators are employees of the designated lead agency, which may be a public program or a private nonprofit agency.
- **Child and family teams** consisting of family members, paid service providers, and community members (such as teachers and mentors), who know the youth under treatment and are familiar with his or her changing needs. Assembled and led by the care coordinator, these teams work together to ensure that the individual child's needs are being met across all domains—in the home, the educational sphere, and the broader community at large.
- **A unified plan of care** developed and updated collectively by all the members of the child and family team
- **Systematic, outcomes-based services**

Model Programs Guide Version 2.5 OJJDP

Goal # 2

Sullivan County is planning to continue with the Juvenile Justice Coordinating Committee as an ongoing means to oversee the project.

Judge Cardello	Newport Family Division
Julie Carson	Community Alliance of Human Services, Inc.
Casey Laurie	Supervisor Juvenile Probation and Parole Division of Juvenile Justice Services
Jennifer Ruescher	Juvenile probation and Parole Officer
John Gramuglia	Director of Program Sullivan County Department of Corrections
Perry Edson	ES Coordinator, West Central Behavioral Health
Sherrie Curtis	Sullivan County Human Services Coordinator
Tara Geer	Director of Special Education SAU 43
Matthew Hogan	Newport Police Department
Jan Peterson	State Defense Attorneys office
Greg Chanis	Sullivan County Administrator

Training

The Committee will focus on the following areas for training:

- Effective case management systems;
- Key areas of need - which will be determined by the Juvenile Justice Coordinating Committee and through collaboration with other funded counties focused on these issues;
- Family and cognitive group facilitation; and
- Program staffing needs - as determined throughout the development of this program.

Goal # 3 Development of a case management program to service high-risk and special needs clients and their families

Sullivan County Case Management Program - Key Components

With this proposal, the County would hire community-based agencies to provide the following:

1. Case Management and tracking services for all clients in the program;
2. Coordination between the assigned Juvenile Probation and Parole, the judge and community providers;
3. Case management and assessment of mental health services for clients and their families; and
4. A clinician to develop and facilitate programs for the youth and their parents.

Prescreening

There will be a pre-screening of all potential participants considered for entrance into the program. The GAIN Short Screen or other instruments (CRAFFT) were suggested. The screen would be used to recommend further assessment needs.

Assessment

A full assessment will be required of those who enter the program. The GAIN was suggested as a tool that would be the most comprehensive. Recommendations from the GAIN-I Recommendation and Referral Summary will be considered for the treatment plan.

The following were suggested for ***treatment components***:

Family Visits at the Client's Home

The Committee felt that meetings in the client's home would be critical to the process. Initial visits will assess environmental needs to be addressed in the treatment plan. Regular meetings would be needed, either bi-weekly or monthly.

Weekly Parent/Youth Treatment

Three types of group interventions will be offered – youth only, parents only, followed by joint parent/youth groups.

1. Treatment for Parents

Treatment for parents would focus on:

- Communication skills
- Decision-making
- Limit setting with their children

2. Treatment for Clients

The client group would focus on life skills as well as cognitive behavioral skills.

3. Parent/Youth Group

The joint parent/youth group would provide opportunities for clients to work together on improving communication and tackling other issues. This group would also provide for social time together. Food would be provided during these weekly meetings.

Additional Groups

Discussion brought forth the option of offering an after school group for clients. The clients would be referred to the SCYIP, an organization that provides drug and alcohol treatment, and other services. It is estimated this group would serve 7-8 people per day and 9-12 per year. SCYIP would work closely with existing community-based resources to offer youth in the after school group coordinated services.

Case Management

There would be both case management and tracking services for client's referrals to additional services provided by the contracted agency. For example, the program would work with 21C, which keeps schools open beyond school hours to provide a safe place for homework help, enrichment activities, before- and after-school child care, family activities, mentoring and childcare resource and referral for all children, youth, and families in the community. We will model our family component in collaboration with the University of New Hampshire Cooperative Extension Program. This program provides 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.

Supervision

A Juvenile Probation and Parole Officer will be assigned to the project. The assigned Officer would work directly with program staff. These cases would be assigned to the program by one judge from the Newport Family Division. This Judge would maintain regular contact and accountability with these the families.

Level System

The program would be incentive-based, perhaps a level system where clients/families earn additional incentives based on performance.

Outcomes

The following were some of the potential outcomes:

- Fewer residential placements;
- Parents/children more involved in school;
- Fewer positive drug tests;
- Engaged in treatment services; and
- Improved communication among families.

Sullivan County Case Management Program**Eligibility**

In order to be eligible for this program, the minor has more than one adjudication, or has been adjudicated once and then was found to be in violation of a court order or conditions of release. Exceptions could be made for special circumstances.

Key Target Population

- Adjudicated delinquent or CHINS;
- At-risk families of domestic violence, substance abuse or other key areas of need;
- Identified family/parent needs;
- Low Protective Factors (High Risk); and
- At-risk of being placed in a residential setting.

Assessment Process

The Police Department, Defense Attorney, JPPO, or the school can make referrals. Initial screening is completed by the JPPO assigned to the project. The GAIN SS is recommended. The target populations are high risk, high need clients and their families that may be better served in the community.

Goal # 4 Recommend options that will enhance these programs, and means to secure funding for such

One of the key tasks for the Committee will be to identify program enhancements and to work towards securing funds to make those improvements. Funding for continuation of the existing program and additional funding venues will be researched and solicited.

Section D Outcomes

- To reduce the number of Sullivan County youth placed in residential placements
- Success for the individual, which includes reduced recidivism, and reduced risk factors and issues as shown above. Furthermore, many of these families have more than one child in the system. It is hoped this family-oriented approach to rehabilitation may reduce the need for court involvement of other youth within the family
- To increase regular communication among stakeholders by providing a forum for regular meetings of all key stakeholders (who work with juvenile justice clients and at-risk youth) via the Juvenile Justice Coordinating Committee;
- To service 7-8 clients per day and up to 12 clients during the first year; and
- To recommend target areas of need, and pursue additional funding to assist Sullivan County in reaching these goals.

Section E Evaluation:

The planning group will evaluate the progress on a quarterly basis at regular meetings. The data collected during each quarter and throughout the year will help the advisory committee and program

staff assess the program. Responsibility for the coordination of data collection, and scheduling of the strategic planning sessions will be assumed by the project coordinator. The program staff will collect the data based on what is approved by the advisory committee prior to the commencement of program operations. They will be based on the outcomes listed above.

Section F For Title V Grants

NA

Section G Future Funding:

The Juvenile Justice Coordinating Committee will continue to look for additional resources to work towards the goals established in this grant application. This Committee would remain a standing Committee in the County on an ongoing basis. The Committee will work towards the following funding plans:

- To develop a long range plan for funding of key initiatives in the County;
- To develop a plan to add resources through grant and other funding sources;
- To evaluate a plan to review existing resources and redistribute funding toward key target areas; and
- To work with the County and the Cities of Newport and Claremont in regard to ongoing funding in the future.

Section H Budget:

The following is the proposed budget for the program:

Personnel

A. Salaries and Wages

\$50,000.00

\$40,000 to provide for a full time case manager

\$10,000 for a clinician to facilitate family program groups for both the parents and the clients

B. Fringe

C. Consultant and Contract Services

Consultants

\$9,000.00

Kevin Warwick will coordinate the project with Alternative Solutions Associates. Consulting will include preparation of proposals, coordination of meetings, and point of contact for the Division of Juvenile Justice Services Grant Application.

Consult Service - 10 hours per month at \$75.00 per hour totaling \$9,000.00 for a 12-month period.

2. Non Personnel**A. Space Cost**

Rent	\$5,000.00
-------------	-------------------

\$5,000 would be set aside to rent space for the case management services component of the program.

B. Purchase or Lease of Equipment

Computer	\$1,000.00
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C. Consumable Supplies **\$6,800.00**

This budget line will be devoted to group materials and supplies, printed materials needed for the year, supplies needed for program staff and reports:

Curriculum/ Videos	\$2,000.00
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Office Supplies	\$1,300.00
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Food for family meetings	\$2,500.00
--------------------------	------------

Additional Drug testing*	\$1,000.00
--------------------------	------------

(*Costs here include printed reports and office supplies that would be reimbursed during the course of planning project.)

D. Travel/Training **\$2,000.00**

\$2,000.00 has been budgeted for training program staff members. It would also include mileage reimbursement to and from meetings for those providing the training.

E. Phone **\$1,200.00**

\$1,200.00 has been set aside for phone expenses.

In-kind services being provided for this project include – office space for the Project Coordinator, meeting space for the Committee at the Newport Family Court, meeting space for a larger group/training at the Ahern Building provided by Sullivan County.

Total Project Costs	\$75,000.00
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Matching Funds

Probation Officer assigned One third (1/3) of salary (\$71,760)	\$23,920.00
Probation Supervisor 5% of salary (\$78,660)	\$3,933.00
Judge Newport Court 5% of salary (\$102,000)	\$5,100.00
Director Of Program Department of Corrections(70,092)	7009.00
Total Matching Funds (44%)	\$39,962.00

Section I Attachments

- Letters of Commitment
- Cover Page Exhibit A-1
- Exhibit B-1
- Resume for Consultant



Community Health

Institute {PRIVATE }

an office of JSI Research and Training Institute, Inc.

May 28, 2008

MEMORANDUM OF AGREEMENT

This document constitutes an agreement between JSI Research and Training Institute, Inc. dba Community Health Institute (CHI) of Bow, NH and Sullivan County, NH.

The purpose of this agreement is to specify the purpose and use of Public Health Performance Improvement funds to be provided by CHI to the Sullivan County, NH.

Section One Description of Activities

Sullivan County agrees to support activities to assess local public health capacity in the region served by the Greater Sullivan County Public Health Network. Such activities include assessment of capacity using a tool based on the 10 Essential Services of public health, review of current public health expenditures, and review of governance models. Sullivan County further agrees to continue participation in a collaborative process of information sharing and learning in support of overall public health performance improvement in New Hampshire.

Section Two Funding

CHI agrees to make an award of \$2,500 to support Sullivan County's activities as outlined in Section One. The funding is intended to defray costs associated with meetings, meeting logistics, staff time and travel associated with Sullivan County's participation in the assessment activities outlined in Section One. Sullivan County agrees to provide CHI, upon request, documentation sufficient to demonstrate use of funds for purposes associated with this agreement. Sullivan County agrees to confer with CHI project staff on any questions regarding appropriate and reasonable expenses.

Section Three Relationship of Parties

The parties intend that an independent funding relationship be created by this agreement. Sullivan County and associated parties are not to be considered employees of CHI for any purpose and will not be entitled to any of the benefits CHI provides for its employees.

**Section Four
Waiver or Modification of Terms**

No waiver, alteration, or modification of any of the provisions of this agreement shall be binding unless in writing and signed by all parties.

**Section Five
Liability**

In no event shall CHI be liable for any services performed hereunder or for any damages caused by delay or unsatisfactory performance. CHI shall not be liable for any costs or payments beyond that stipulated in Section Two of this agreement.

**Section Six
Assignment**

Any assignment of this agreement by Sullivan County without the written consent of CHI shall be void.

**Section Seven
Termination**

This agreement is effective upon date of signature.

This agreement may be terminated by: i) mutual agreement; ii) CHI immediately upon notice in the event that source funding for this Initiative becomes unavailable; iii) either party with 7 days written notice for cause.

Upon termination of this Agreement, unexpended funds appropriated by CHI to Sullivan County shall be returned to CHI except for outstanding, unpaid commitments which cannot be canceled or otherwise terminated.

**Section Eight
Written Notice**

a. All communication regarding this agreement should be sent as follows:

for CHI:

Amy Cullum, Project Director

Community Health Institute
501 South Street, 2nd Floor
Bow, NH 03304



CELL: 603.398-2222
FAX: 603.542-2829
phn@sullivancountynh.gov

for Sullivan County:

JESSICA R. ROSMAN, MPH

*GREATER SULLIVAN COUNTY
PUBLIC HEALTH NETWORK COORDINATOR*

5 NURSING HOME DRIVE
CLAREMONT, NH 03743
"All Day. Every Day. We Make Life Better"

- b. Any written notice hereunder shall become effective as of the date of mailing by registered or certified mail and shall be deemed sufficiently given if sent to the addressee at the address stated in this agreement or such other address as may hereafter be specified by notice in writing.

**Section Nine
Acceptance**

The return of one signed copy of this contract to the CHI contact and address listed above constitutes acceptance of all of the terms of this agreement.

Community Health Institute

Signature: _____ Date: _____
Jonathan Stewart

JSI R&T/CHI Federal Tax Identification Number: 04-2679824

Sullivan County

Signature: *[Handwritten Signature]* Date: 5/28/08

Federal Tax Identification Number: 026000870

**Marshall Pond Lot
Timber Harvest Update
@ 9/30/08 Commissioners' Meeting**

Bids Received:

- | | |
|----------------|------------------------------------|
| 1. \$42,136.69 | Cutting Edge Timber Harvesting LLC |
| 2. \$35,441.58 | Barrett's Timber Service |
| 3. \$34,057.76 | HHP, Inc. |
| 4. \$29,336.25 | Murdaugh Logging |
| 5. \$28,394.28 | Fred C. Weld Logging Co. Inc. |

Agreement:

- See document that follows this recap

Proposed Motion: to accept the bid from Cutting Edge Timber Harvesting of Marlborough NH in the amount of \$42,136.69 and to authorize the County Administrator to sign the *Notice of Intent to Cut Wood or Timber* and the agreement between the County and Cutting Edge Timber Harvesting LLC.

AGREEMENT made this 30TH day of September, 2008, between The Sullivan County Farm, of Unity, New Hampshire hereinafter called the SELLER, and Cutting Edge Timber Harvesting LLC. of Marlborough, New Hampshire hereinafter called the PURCHASER.

ARTICLE I

- A. The SELLER agrees to sell, and the PURCHASER agrees to buy, upon the terms hereinafter stated, all timber selectively marked or designated by the Agent of the SELLER, the New England Forestry Consultants, Inc., said timber estimated to be 243,801 board feet, net volume, International Scale, 380 cords, more or less, located on a tract of land referred to as the (Marshall Pond Lot) belonging to the SELLER, and situated in the town of Unity, New Hampshire. Title to all marked or designated trees remains with the SELLER until the terms of payment are met.
- B. The SELLER warrants that there are no mortgages or encumbrances affecting the sale of the timber covered by this agreement. The SELLER further warrants to guarantee and defend the title of the marked or designated timber to the PURCHASER and to do nothing during the term of this agreement to interfere with or jeopardize the rights of the PURCHASER to said marked or designated timber.

The SELLER further warrants that said marked or designated timber is within the boundaries of the SELLER'S land; and the SELLER agrees to indemnify and hold harmless the SELLER'S Agent and the PURCHASER from all damages that may be incurred as a result of incorrect boundary designation based on maps provided to the SELLER'S Agent as herein warranted by the SELLER.

- C. The SELLER hereby grants permission to the PURCHASER to enter the above described tract to cut and remove there from such marked or designated timber; and to construct only such roads and landings as may be approved by the authorized Forester of the New England Forestry Consultants, Inc. The term of this agreement shall be from the date first written to November 21, 2010, or thirty (30) days after the trees are cut, whichever comes first, and all rights of the PURCHASER shall terminate at the completion of this term. The SELLER, without penalty to the PURCHASER, may suspend removal operations if the Forester determines that unreasonable damage to access roads, skid roads, and logging roads is resulting from use of these roads during periods of excessive ground wetness. In such event, the PURCHASER shall only be entitled to a corresponding extension of time as compensation for such delay.

D. The PURCHASER agrees to pay the SELLER for all marked or designated timber at the agreed rates as follows:

1. WHITE PINE ONE HUNDRED FIFTY FIVE DOLLARS
(\$155)per thousand board feet
2. SPRUCE & FIR ONE HUNDRED SIXTY DOLLARS (\$160) per
thousand board feet
3. SOFTWOOD PALLET FORTY THREE DOLLARS AND TWENTY
CENTS(\$43.20)per thousand board feet
4. RED MAPLE ONE HUNDRED NINETY DOLLARS (\$190)
per thousand board feet
5. WHITE BIRCH SIXTY DOLLARS (\$60) per thousand
board feet
6. ASPEN FIFTY FOUR DOLLARS
(\$54) per thousand board feet
7. WHITE ASH ONE HUNDRED DOLLARS (\$100) per
thousand board feet
8. SUGAR MAPLE FIVE HUNDRED DOLLARS (\$500) per
thousand board feet
9. BLACK CHERRY FOUR HUNDRED FIFTY DOLLARS (\$450)
per thousand board feet
10. BLACK CHERRY THREE HUNDRED SEVENTY FIVE DOLLARS
(\$375)per thousand board feet
11. YELLOW BIRCH TWO HUNDRED SEVENTY FIVE DOLLARS
(\$275)per thousand board feet
12. HARDWOOD PULP TWENTY THREE DOLLARS FORTY SIX CENTS
(\$23.46) per cord
13. PINE PULP FOUR DOLLARS EIGHTY TWO CENTS
(\$4.82)per cord
14. WHITE PINE PULP ONE DOLLAR AND TWENTY FIVE CENTS
(\$1.25) per cord

The PURCHASER further agrees to pay to the SELLER a total of FORTY TWO thousand ONE hundred THIRTY SIX dollars, and SIXTY NINE cents. (\$42,136.69) along the following payment schedule:

A first payment of TEN thousand FIVE hundred THIRTY FOUR dollars and SEVENTEEN cents (\$10,534.17) upon the signing of this agreement;

A second payment of TEN thousand FIVE hundred THIRTY FOUR dollars and SEVENTEEN cents (\$10,534.17) when logging commences or by FEBRUARY 8th, 2009 whichever comes first;

A third payment of TEN thousand FIVE hundred THIRTY FOUR dollars and SEVENTEEN cents (\$10,534.17) two weeks after logging commences or by JULY 8th 2009 whichever comes first;

A fourth payment of TEN thousand FIVE hundred THIRTY FOUR dollars and EIGHTEEN cents (\$10,534.18) one month after logging commences or by FEBRUARY 8th 2010 whichever comes first;

The PURCHASER agrees that no warrantee of estimated volume by species or product designation is made by the SELLER or the SELLER'S AGENT under this agreement. The PURCHASER agrees to pay a lump sum total value of \$42,136.69 as given on the attached;

Bid on Timber, Sullivan County Farm (Marshall Pond lot) Timber Sale Prospectus Signed by Wade Paight of Cutting Edge Timber Harvesting LLC. on 9/15/2008

The Purchaser further agrees that if more than the estimated total value of harvested trees based on rates and volumes harvested by species or product designation as given on the attached Bid on Timber listed above, develops in the marked or designated timber, the PURCHASER agrees to pay for the overage at the aforementioned agreed rates weekly to the amount of the volume by species or product designation of the timber cut and removed.

- E. The SELLER hereby authorizes and directs the PURCHASER to make said payments to the order of the New England Forestry Consultants, Inc., as Agent of the SELLER.
- F. The SELLER agrees to accept the scale and use designation of the mill buying or utilizing the sawlogs, veneer logs, boltwood, or pulpwood from the PURCHASER.

- G. The PURCHASER agrees to deposit with the New England Forestry Consultants, Inc., as Agent for the SELLER, the sum of two thousand dollars (\$2000) upon the signing of this agreement to ensure compliance with the terms of this agreement by the PURCHASER. This performance deposit shall not be used as credit for timber cut and removed, but upon completion of the sale and full compliance with all the terms of this agreement by the PURCHASER, this deposit shall be returned to the PURCHASER.
- H. In the event the PURCHASER defaults in any payments or fails to fulfill any of the terms of this agreement, the SELLER or the SELLER'S Agent, the New England Forestry Consultants, Inc., upon notice to the PURCHASER, shall have the right to stop further cutting by the PURCHASER; and immediately thereupon, all title to cut or marked or designated timber shall revert to the SELLER; and the SELLER shall be entitled to retain the whole of the performance deposit less costs incurred by the SELLER'S Agent as part of liquidated damages for breach of this agreement; and the agreement shall be automatically terminated.

ARTICLE II

The PURCHASER further agrees to cut and remove said timber in strict accordance with the following conditions:

1. That the PURCHASER shall notify the Forester at least one (1) week in advance of the PURCHASER'S intention to commence logging operation, and will thereafter notify the Forester at least one (1) week in advance of any restart of logging operations following any suspension of logging operations.
2. That only marked or designated timber under the terms of this agreement be removed, and to pay as liquidated damages three times the value for any unmarked or undesignated timber that is cut or damaged in violation of the terms of this agreement; provided the PURCHASER shall not be liable for this penalty in felling unmarked or undesignated trees in the construction of skid roads and landings as approved by the Forester.
3. That unless limited by visible defect, Pine sawlogs shall be utilized to a top diameter of eight (8) inches; hardwood sawlogs to a top diameter of ten (10) inches; and softwood pulp and firewood to a top diameter of six (4) inches.
4. That stumps shall be cut no higher than the top of the root swell, except in the case of butt rot or iron in the wood, and shall be cut so as to leave the Forester's paint marks plainly visible on stumps. In the case of butt rot or iron in the wood, the affected portion shall be cut and left in the woods at the discretion of the Forester.

5. That the location and construction of all roads and landings shall be approved by the Forester. That in the construction of logging roads, access roads, skid roads, or landing locations, all trees more than three (3) inches in diameter shall be severed at stump level and not pushed over by logging equipment. That all roads shall be left in proper repair, as approved by the Forester, at completion of logging.
6. That all trees marked with blue paint being designated timber, shall be cut and removed in one operation to prevent unnecessary damage; no reentry shall be permitted without the approval of the Forester.
7. That the recommendations of the Forester in the removal of the timber for the protection of the remaining growth shall be followed
8. That the PURCHASER shall utilize as sawlogs, pulpwood, firewood all trees which are broken, damaged, or leaning as a result of the PURCHASER'S activities in the building of roads or the cutting of marked or designated timber.
9. That the PURCHASER shall not ford or work in any brook, stream, watercourse, or wetland areas but may cross or work in these areas where necessary, provided that the PURCHASER constructs a temporary or permanent crossing structure or is working in these areas during stable soil conditions, as approved by the SELLER'S Forester, which minimizes the disturbance of the stream bed or wetland area insofar as practicable and conforms to all state of New Hampshire forestry laws associated with timber harvesting activities in and around wetland areas.

The Forester as Agent of the Seller will prepare for approval by the state of New Hampshire Wetlands Board, a minimum impact wetlands crossing application and required maps and diagrams and application fee, to allow for the Purchasers harvesting activities in and around the wetland areas associated with this timber sale agreement. The Purchaser's activities that occur in and around the wetland areas associated with this timber sale agreement must conform to those given on the minimum impact wetlands crossing application approved by the state of New Hampshire Wetlands Board.

10. That slash disposal shall be in strict compliance with State of New Hampshire law.
11. That care shall be exercised with fire at all times when in the woods; that the PURCHASER shall be liable for any claims that may arise from forest fires that may be attributed to the PURCHASER'S operation during the period in which the operation is in progress.

12. That all buildings and landings erected by the PURCHASER during the operation shall be removed; all lunching and service areas shall be cleaned up, all within the time limit of the agreement.
13. That at log loading and landing areas, all forms of waste, including unmerchantable logs or portions of logs, shall be disposed as directed by the Forester. That areas shall then be smoothed and leveled to conform to the existing topography as approved by the Forester.
14. That the SELLER reserves the right to restrict the size and type of log skidding equipment and the manner in which the equipment is operated by the PURCHASER if the SELLER'S Agent determines that unreasonable damage is being caused by the size, type, and manner of operation of said equipment.
15. That the PURCHASER shall provide the SELLER'S Agent weekly with a copy of the PURCHASER'S scale at the mill for sawlogs, veneer logs, boltwood, and pulpwood, and a copy of the PURCHASER'S truck scale for firewood.
16. That the seller shall be responsible for the filling and payment of the New Hampshire yield tax.

ARTICLE III IT IS MUTUALLY AGREED:

- A. That the risk of loss of all trees which are marked or designated in accordance with this agreement shall be borne by the PURCHASER.
- B. That the PURCHASER shall hold the SELLER harmless and indemnified from and against any claims for any injuries or damages incurred by the PURCHASER, the PURCHASER'S employees, or the PURCHASER'S associates, or by any third persons resulting in any way from the PURCHASER'S operations under this agreement.
- C. That the PURCHASER agrees to maintain General Liability Insurance in connection with the PURCHASER'S operation, and shall, upon request by the SELLER or the Agent of the SELLER, file certificate of this coverage with the New England Forestry Consultants, Inc., as Agent of the SELLER. Further, that the PURCHASER may not hire any employees to assist in the work without first providing the SELLER with a certificate of insurance showing that Worker's Compensation Insurance is in effect for said employees.

THIS AGREEMENT shall not be assigned by the PURCHASER without the written consent of the SELLER. It shall be binding upon the heirs, executors, administrators, successors, and assigns of the parties hereto.

IN WITNESS whereof the parties hereto have hereunto set their hands on the day and the year first above written affixed to this agreement.

WITNESS _____ SIGNED *[Signature]* 9/30/18 L.S.
SELLER - SULLIVAN COUNTY FARM
GREG CHANIS BUSINESS MANAGER

WITNESS _____ SIGNED _____ L.S.
PURCHASER- CUTTING EDGE TIMBER HARVESTING LLC.
WADE PAIGHT

F.I.

REQUEST FOR TRANSFER OF FUNDS

DEPARTMENT: _____ DOC _____

DATE: _____ 9/30/2008

	Account description	Account Number	Transfer From (Debit)	Transfer To (Credit)	Purpose of Transfer
1	Employee Salary	10600.10001	5500		Already expended 55% for gas of 3200 ⁰⁰ best estimate to reach year's end
	Gasoline	10600.16069		5500	
2					
3					
4					
5					
6					

[Signature] 9/30/08.
 Dept. Head / Date

[Signature] 9/30/08
 Interim County Manager / Date (when applicable)

Ethel V. Jarvis
 Commissioner Chair / Date

 Executive Finance Committee Chair / Date

To: Supt. Cunningham
 From: L. Keefe
 Ref: population Breakdown

Tuesday September 30, 2008

POPULATION DATA:

House of Corrections	Pre-Trial Inmates	Protective Custody
Male - 49	Male - 35	Male - 1
Female - 8	Female - 5	Female - 0

THU- Included in the total of HOC male inmates above

Male- 16
 Female- 0

Total Population (In House) - 98

Home Confinement/EM	Weekender	Merr County
Male - 6	Male - 3	Male- 1
Female - 5	Female - 2	Female- 0
NHSP	Grafton County Admin Transfer	Cheshire County Admin Transfer
Male - 8	Male - 0	Male - 5
Female - 2	Female - 1	Female - 2
Hillsborough County Admin Transfer	Phoenix House/Angie's Shelt	Strafford Cnty
Male - 2	Male - 0	Male- 0
Female - 0	Female - 0	Female- 0

Belknap County

Male- 3
 Female- 0

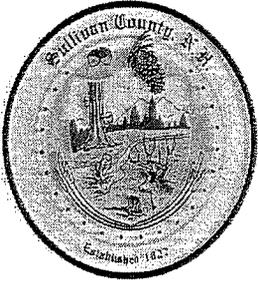
Total Census - 138

Temp Hold for other jurisdictions- Included in the above in house Total population

NHSP	Grafton County	Hillsborough County	Cheshire
Male- 1	Male- 0	Male- 0	Male- 2
Female- 0	Female- 0	Female- 1	Female- 0

Pre-Trial Services- 24

Male- 14
 Female- 10



Sullivan County Department of Corrections
 103 County Farm Rd
 Claremont, NH 03743

Intra-Department Memorandum

From: L. Keefe

Date: 9/30/08

Subject: Census

At: DOC

To: Supt. R. L. Cunningham

Observation	3 beds	all occupied
Unit 1	51 beds	all occupied
Unit 2	14 beds	11 occupied
Unit 3	28 beds	26 occupied
THU	16 beds	all occupied

Total beds available today 5 - 1 as of 9am for MOP admit = 4 available beds

5 weekenders - 1 female serves her weekend Wednesday - Friday
 4 males serve their weekend Friday - Sunday

Wednesday we will drop to 3 available beds - if no other admittances

Friday we will drop to 1 available bed - if no other admittances (MOP & Fem Wkender will leave)

Lori Keefe

SCHC Advisory Committee

Goal: To assist Sullivan County with Strategic Planning for Sullivan County Health Care

Challenges appropriate for the Advisory Committee

- Public Relations
- How SCHC should be structured to meet the current and future needs of residents of Sullivan County

Suggestions for make up of Advisory Committee

- County Commissioner
- Resident Family Member
- State Representative
- Hospital (VRH) representative
- Elderly Housing representative
- General Business/Chamber of Commerce members (Newport/Claremont)
- Interested community member

Commissioner Barrette noted, once they decide on the plans to offer, NH Primex can be brought in to explain the plans, including deductibles, to employees. Mr. Chanis briefed the Board on the basic differences. Commissioner Barrette likes the idea of offering both plans and a fixed contribution from County, with employees allowed to make their own choice as to the plan; he's on board with rebate as he feels significant savings; and the "jury is out" on the one time payment. Commissioner Nelson discussed differences between the plans. Commissioner Jarvis wants to see parity between non-union and union, as NH State handles it this way.

4:17 *Representative Franklin arrived.*

The Board discussed and decided on the following,

1. Plan Option(s): all Commissioners concurred on offering two plans, #2 & #3 with fixed contribution, with County's outlay exactly the same.
2. Effective Date of change: Mr. Chanis confirmed FY09 budgetary figures would need to be recalculated based on effective date. After a brief discussion, all commissioners concurred on a 1/1/09 effective date.
3. One (1) time payment: Commissioner Barrette commented, if doing a fixed contribution, it does not seem prudent to provide an incentive to switch, as with the union contract. After a brief discussion, all Commissioners concurred on a one-time pay out of \$125 for employees who transfer to Primex 10.
4. Rebate for employees opting out from taking insurance: Commissioner Barrette and Nelson would like to increase the amount to \$200 per month. Commissioner Barrette suggested, as far as 2 person employee families, he'd like the employee who does not take the insurance to be eligible for 1/2 the rebate as they are covered for part of the family. Mr. Chanis noted, if you adopt plan 2 & 3, particularly 2, the 2 employees are getting a good situation and continue to get a favorable rate, it's an advantage to the County since the 2nd person is not covered. All Commissioners concurred on \$200 for those not taking insurance, except under the 2 employee situation.

Supt. Cunningham confirmed employees will find the plan options reasonable; and, that the main concern of the body of employees was to be heard by the Board, which he feels they have accomplished. Mr. Chanis confirmed employees have not seen Option 3 on the spreadsheet.

4:43 Motion: offer non-union folks [table option on spreadsheet] 2 & 3 [See Appendix A.2.], with effective date [of the change to be] January 1 [2009]; \$125 one time payout to [employees who] switch to Primex 10; with a rebate for employees increased to \$200, with exception of 2 employee/2 person family [who are] not to be eligible for the rebate; contingent on non-union [employees] receiving a 3% raise.

Discussion: Jarvis was against the statement "contingent on non-union receiving 3% raise". Made by: Nelson. Seconded by: Barrette. Voice vote: Nelson and Barrette in favor. Jarvis against. The motion carried with the majority.

Non Bargaining Unit Health Insurance Variables

Plan(s) Offered and % Contribution Amounts

See attached spreadsheet

\$250.00 One time payout for switching to Primex 10

As part of the transition to Primex 10, union employees were given a \$250 one time payment. There are currently 75 non bargaining employees who use our health plan. The total cost to pay \$250.00 to these employees is \$18,750.00

Rebate for Employees who do not take our insurance

The union contract increased the rebate to employees who do not take our insurance from \$40.00/month to \$200.00/month. There are currently 8 non bargaining unit employees who get the existing rebate. The additional cost for the larger rebate is \$15,360.00.

2 Employed Health Insurance

See attached spreadsheet

County Health Insurance Cost Comparisons 7/29/08

1.

Primex 5 With Current Contribution Rate							
Plan	# Enrolled	%Cont.	Monthly Premium	Annual Cost	Emp Annual \$	County Annual \$	County Cost/Category
Single	23	10	659.31	7911.72	791.17	7,120.55	163,772.60
2 Person	28	16.5	1318.61	15823.32	2,610.85	13,212.47	369,949.22
Family	24	20	1793.49	21521.88	4,304.38	17,217.50	413,220.10
2 Emp/ 2P	2	8.25	1318.61	15823.32	1305.48	14,517.90	29,035.79
2 Emp/Fam	1	10	1793.49	21521.88	2152.2	19,369.69	19,369.69
						Total County Annual Cost FY 09	995,347.41

2.

Primex 10 With Current Contribution Rate							
Plan	# Enrolled	%Cont.	Monthly Premium	Annual Cost	Emp Annual \$	County Annual \$	County Cost/Category
Single	23	10	591.4	7096.8	709.68	6,387.12	146,903.76
2 Person	28	16.5	1182.8	14193.6	2,341.94	11,851.66	331,846.37
Family	24	20	1608.77	19305.24	3,861.05	15,444.19	370,660.61
2 Emp/ 2P	2	8.25	1182.8	14193.6	1,170.97	13,022.63	26,045.26
2 Emp/Fam	1	10	1608.77	19305.24	1,930.52	17,374.72	17,374.72
						Total County Annual Cost FY 09	892,830.71

3.

Primex 5 Matching County Annual Contribution with Primex 10							
Plan	# Enrolled	%Cont.	Monthly Premium	Annual Cost	Emp Annual \$	County Annual \$	County Cost/Category
Single	23	20	659.31	7911.72	1,582.34	6,329.38	145,575.65
2 Person	28	25	1318.61	15823.32	3,955.83	11,867.49	332,289.72
Family	24	28	1793.49	21521.88	6,026.13	15,495.75	371,898.09
2 Emp/ 2P	2	17.5	1318.61	15823.32	2,769.08	13,054.24	26,108.48
2 Emp/Fam	1	20	1793.49	21521.88	4,304.38	17,217.50	17,217.50
						Total County Annual Cost FY 09	893,089.44

4.

Primex 10 With Contribution Rate to Match BU							
Plan	# Enrolled	%Cont.	Monthly Premium	Annual Cost	Emp Annual \$	County Annual \$	County Cost/Category
Single	23	20	591.4	7096.8	1,419.36	5,677.44	130,581.12
2 Person	28	20	1182.8	14193.6	2,838.72	11,354.88	317,936.64
Family	24	20	1608.77	19305.24	3,861.05	15,444.19	370,660.61
2 Emp/ 2P	2	20	1182.8	14193.6	2,838.72	11,354.88	22,709.76
2 Emp/Fam	1	20	1608.77	19305.24	3,861.05	15,444.19	15,444.19
						Total County Annual Cost FY 09	857,332.32