

**STATE OF NEW HAMPSHIRE**

**ANNUAL REPORT**

**OF**

**COÖS COUNTY**

**FOR THE YEAR ENDING**

**DECEMBER 31, 2023**



# COÖS COUNTY REPORT

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**COUNTY OFFICERS**

*(Current)*

**COUNTY COMMISSIONERS**

Thomas M. Brady - Chairman, Jefferson  
Raymond Gorman - Vice Chair, Colebrook  
Robert Théberge - Clerk, Berlin

**COUNTY ADMINISTRATOR**

Mark A. Brady

**COUNTY ATTORNEY**

John McCormick, Lancaster

**COUNTY SHERIFF**

Brian Valerino, Berlin

**COUNTY TREASURER**

Suzanne L. Collins, Colebrook

**DIRECTOR OF FINANCE**

Carrie Klebe

**NURSING HOME ADMINISTRATOR, Berlin**

Louise Belanger

**NURSING HOSPITAL ADMINISTRATOR, West Stewartstown**

Laura A. Mills

**REGISTER OF DEEDS**

Leon Rideout, Lancaster

**SUPERINTENDENT OF CORRECTIONS**

Benjamin Champagne

## **REPRESENTATIVES TO THE GENERAL COURT**

DISTRICT NO. 1:	Sean Durkin, Groveton James Tierney, Groveton
DISTRICT NO. 2:	Arnold Davis, Milan
DISTRICT NO. 3:	Mike Ouellet, Colebrook
DISTRICT NO. 4:	Seth King, Whitefield
DISTRICT NO. 5:	Corinne Cascadden, Berlin Henry Noël, Berlin
DISTRICT NO. 6:	Michael Murphy, Gorham
DISTRICT NO. 7:	Eamon Kelley, Berlin

### **DELEGATION OFFICERS**

Arnold Davis, Chair  
Mike Ouellet, Vice Chair  
Corinne Cascadden, Clerk

## COÖS COUNTY COMMISSIONERS' REPORT 2023

There was significant change to Coös County government operations in 2023.

We hired a new Administrator in May when Mark Brady of Jefferson returned home after nearly twenty years in Baton Rouge, Louisiana and Washington, DC. He has brought extensive public finance and government operational experience to the county and was a former state representative representing the former District 2. Mark hit the ground running.

Additionally, we welcomed back Louise Belanger in November as she reassumed her position as Administrator of the Coös County Nursing Home (CCNH) in Berlin. Louise left CCNH in 2019 and spent four years in the private sector -- experience that is being leveraged by the County to operate CCNH more cost effectively.

As you may know, county government in New Hampshire is statutorily tasked with providing some of the costliest governmental services – healthcare and corrections. In the case of Coös, healthcare services comprise 80% of the county budget.

The Commissioners engaged Berry Dunn of Portland, Maine, an award winning independent certified public accounting (CPA) and consulting firm with practices specifically dedicated to senior living and healthcare clients nationwide, to perform a nursing facility operational benchmarking analysis. The report was presented to the Board at the February 2024 Commissioners meeting.

The report analyzed numerous metrics to compare Coös County facilities to its peers in New Hampshire and regionally (Northern Vermont and Maine) and found the following:

- Both Coös County nursing facilities (West Stewartstown Nursing Home and CCNH) have the highest quality of care ratings from Centers for Medicare and Medicaid Services (CMS), above the average of their peers.
- Both facilities have staffing levels above the industry average. This contributes to a higher cost of patient care as compared to their peers.
- Overall occupancy declined (particularly in West Stewartstown) and increasing costs is resulting in financial losses from resident care services.
- The high number of patients on Medicaid with an insufficient Medicaid reimbursement rate is contributing to financial losses in both facilities.
- Additionally, Medicare, private, and commercial insurance reimbursements do not cover current care costs.

Thus, the nursing home facilities operate in a structural deficit situation due to inadequate Medicaid, Medicare and private reimbursement rates which is exacerbated by generous

personnel benefits.

The COVID pandemic worsened the situation on both the revenue and cost side. It contributed to lower occupancy rates and higher personnel costs as institutions nationwide supplemented in-house nursing with high priced contract nursing. Contract labor utilization was at its highest in Q2 2023 in Rockingham (24%), Merrimack (22%), and Coos (21%) Counties.

The Berry Dunn report provides the context for a strategic discussion regarding the nursing homes and a clear path forward to reduce costs and increase revenue in the immediate future.

The County has 350 employees plus 16 elected officials. 214 are full time employees (FTE) with benefits (minimum 30 hours per week) and 42 part time employees. The West Stewartstown Nursing Home has 84 FTE, the Berlin Nursing Home 90, and Corrections 19.

To that end and consistent with Berry Dunn's findings, the Commissioners tasked the new County Administrator to analyze county operations and update policies and procedures, the employee handbook, and benefits, to generate efficiencies and cost savings. This includes accrual rates, personal time, sick time, the evaluation process, and job functions to name a few.

The Board negotiated a ten-year PILT (payment in lieu of taxes) for \$525,000 annually with NextEra Energy for their wind park in Millsfield and Dixville and has begun discussions on a decommissioning plan. Additionally, the Commissioners utilized federal ARPA funds to continue the work of the Coös County Broadband Committee to help towns as they navigate the myriad of funding opportunities and oversee implementation of broadband for businesses and residents.

The Board submitted correspondence to the US Department of the Interior in opposition to a proposal to change the name of Mount Washington to Agiocochook. The Board said, "It is not an exaggeration to declare that Mount Washington is a cultural icon for all New England and especially for Coös County. It is woven into our identity...it is a dangerous endeavor to attempt to rewrite history as Wokism is doing. Delegitimizing historical figures after the fact, as is being done with the name Mt. Washington, is a recipe for societal suicide. Northern New Hampshire is not Chicago, Minneapolis, Los Angeles, New York City, or Seattle." The Board was notified in January 2024 that the Interior Department did not approve the name change.

The Board is extremely concerned about the intentions of Aurora Sustainable Lands (Bluesource) regarding their purchase of the Connecticut Lakes Headwaters property (146,500 acres). The Board believes that a carbon first forest management philosophy as practiced by global firms like Aurora will have a profound negative impact on the North Country including its tax base, logging industry, recreation, tourism, land access and culture.

Aurora is the Walmartization of forest management in New Hampshire as large hedge funds and sovereign wealth funds based in New York, London, Houston, and Dubai buy up forests globally resulting in local control being ceded to foreign interest that do not understand nor appreciate our way of life. When this has been done in the past, the new owners still practiced silviculture, but this is the first time that the ongoing use of the forest land has confronted a paradigm shift in what was being done with the land itself. Aurora is attempting to generate carbon credits for the California cap and trade program with New Hampshire Forest. This requires "locking down our forest" for up to 100 years.

The Board believes this is a natural resource management issue and all stakeholders need to participate in the decision-making process. It is an oversimplification to state that this is a private property rights issue as some policy makers and industry representatives are promoting in Concord.

Board members and the County Administrator have testified in support of legislation in Concord sponsored by the County Delegation that attempts to address these concerns. The Commissioners have also conveyed these concerns to New Hampshire Forest & Lands, which approves forest management plans. In the case of Aurora, the company wants to amend the previously approved management plan on the Connecticut Lakes Headwaters property by reducing the timber harvest exponentially – by over half.

The Commissioners believe carbon first forest management is an existential threat to the North Country if more property is utilized in this manner. And as the “select board” for the unincorporated places, the County will remain vigilant on this issue.

The County will be hosting the New Hampshire Association of Counties annual conference on November 10-12, 2024, at the Mount Washington Hotel. This is the first time in over a decade we have been the host and is an excellent opportunity to promote the North Country.

On behalf of Coös County government, we thank our employees for their loyalty and dedication and the members of the Coös County Delegation for their financial support and understanding of county issues.

And most of all, we thank taxpayers who support the work of county government with your property taxes. We take very seriously stewardship of your public monies.

It is an honor for each of us to serve as your County Commissioners.

Respectfully submitted,  
*Thomas M. Brady, Chairman*  
*Raymond Gorman, Vice-Chairman*  
*Robert Théberge, Clerk*  
*Coös County Commissioners*

## COÖS COUNTY TREASURER'S REPORT - 2023

In 2023, the towns, unincorporated places and City of Berlin paid a total county tax of \$16,313,460, the same amount as 2022. However, the actual share of the amount charged to each town, unincorporated place and city varies from year-to-year dependent on the annual equalized value of each municipality in the county (as determined by the NH Department of Revenue Administration-DRA). For example, in 2022 the City of Berlin's share of the county tax was \$2,489,525 and in 2023 Berlin's share was \$2,168,516 – a decrease of \$321,009. In contrast, my home town of Colebrook paid \$725,650 in 2022 and \$941,341 in 2023 – an increase of \$215,691. Each municipality's equalized value changes annually, especially in years where the town, city or place is re-evaluated as required by DRA every five years.

In January of each year, it is difficult to project the County's cash flow needs for the next twelve months. County taxes are not paid by the city, towns and unincorporated Places until December, nearly 50 weeks after the beginning of the County's fiscal year. Therefore, the County Delegation authorizes me annually to borrow up to \$11,000,000 in Tax Anticipation Notes (TANs) for the year's operations. In January, the county solicits interest rate bids for these notes from banks doing business in Coös County. The County Commissioners accepted Northway Bank's bid of 2.99% up from .049% in 2022. During the year, the County borrowed \$6,000,000. Based on the Federal Reserve's focus on curbing inflation during 2022 and 2023, several interest rates hikes occurred during the year. Interest paid on the \$6,000,000 borrowed was \$57,034.24. The \$6,000,000 and interest was paid off on December 18, 2023.

Coös County has long-term debt and following is a summary of outstanding debt totaling \$908,514 broken down as follows:

- In October 2016, the County borrowed \$560,000 for a Roof Replacement and Ventilation System Project at the Coös County Nursing Home facility in Berlin. This is a 10-year note at an interest rate of 1.90%. The first payment was made on September 20, 2017. Currently the principal balance is \$177,950.
- Coös County, on behalf of the Unincorporated Place of Wentworth Location, borrowed \$90,000 in 2014 for a Rip Rap Project along the Magalloway River. The County authorized additional borrowing in 2018 re-financing the note for \$104,000. Currently, the principal balance is \$52,000. Principal and interest payments on this 10-year note are being made by the property taxpayers of Wentworth Location. The note carries an interest rate of 2.7%.
- In June 2019, the County entered into an agreement to borrow \$900,000 from the State of NH Revolving Loan Fund Program to tie the County Complex in W. Stewartstown into the upgraded Stewartstown Water system. After project completion and loan forgiveness of \$190,890 from the State, the final loan amount was actually \$675,130. The term of this state revolving loan is 20 years at an interest rate of 1.26%. The principal balance on December 31, 2023, was \$593,778.



- On May 15, 2020, the County took out a 5-year loan for \$386,955 at 4% for a major upgrade to its Information Technology (IT) systems. The loan balance is currently \$80,417.
- Subsequently on November 23, 2020, another 5-year loan totaling \$21,356 was secured for IT upgrades at an interest rate of 4.28%. The current principal balance is \$4,369.

Coös County ended 2023 in a solid financial position as evidenced by the financial statements that are part of this report. General Fund Cash at December 31, 2023 was \$6,712,615. Cash from the American Rescue Plan Act (ARPA) and the Local Assistance & Tribal Consistency Fund (LATCF), which is part of ARPA, are not co-mingled with general fund cash in accordance with federal guidance. The cash balance of those funds held separately was \$4,794,111. The majority of the ARPA funds are committed to several projects at both the county and municipal levels and must be obligated by the fall of 2024.

I wish to thank Carrie Klebe, Finance Director, and the finance staff members in West Stewartstown, Berlin and Lancaster for their watchful oversight of the day-to-day fiscal operations and monetary transactions of the County ensuring compliance with best practices for internal control of the County's finances. They are currently in the midst of a major upgrade to the County's accounting software. I want to congratulate Linda Harris, Administrative Assistant, for receiving a "County Employee of the Year" Award at the NH Association of Counties Annual Conference. And I extend my sincerest best wishes to Mark Brady for success in his leadership role as Coös County Administrator.

Respectfully submitted,  
*Suzanne L. Collins*  
*County Treasurer*

## REPORT OF COUNTY ATTORNEY - 2023

1. <u>Violent Crimes - Total number of indictments:</u>	94
a. Assaults:	46
b. Sexual Assaults:	20
c. Criminal Threatening:	16
d. Robbery:	1
e. Other:	11
2. <u>Theft Related Crimes - Total number of indictments:</u>	21
a. Burglary:	5
b. Theft:	9
c. Receiving Stolen Property:	3
d. Willful Concealment:	4
3. <u>Drug Related - Total number of Indictments:</u>	170
a. Possession of Controlled Drug:	131
b. Sale, Transport, Manufacture Controlled Drugs:	38
c. Sale of Controlled Drugs; Death Resulting:	1
4. <u>Other - Total number of indictments:</u>	103
a. Habitual Offender:	13
b. Falsifying Physical Evidence:	5
c. Criminal Mischief:	3
d. Witness Tampering:	4
e. Felon in Possession:	27
f. Escape:	1
g. Sex Offender Reg; Knowing Failure to Comply:	1
h. Child Sex Abuse Image, Possession:	22
i. Transfer Lewd Image to Child <16:	4
j. Arson:	1
k. DUI:	4
l. Endangering - Solicit:	10
m. Stalking:	4
n. Endangering Welfare of a Child:	1
o. Conduct After Accident:	1
p. Violation of Protective Order:	4
q. Bail Jumping:	1

The following is a breakdown of how charges were disposed of during 2023:

Felonies: 274  
Misdemeanors: 137  
Reviewed - Not Presented to the Grand Jury: 56

Miscellaneous:

Probation Violations: 34  
Motions Hearings: 14  
Bail Hearings: 20  
Sentencing Hearings: 93  
Misdemeanor Appeals: 2  
Competency Hearings: 1  
Violation of Court Order Hearings: 5  
Competency to Stand Trial Hearings: 1  
Restorability Hearings: 2

TOTAL MISCELLANEOUS CASES DISPOSED OF: 171

GRAND TOTAL OF CASES DISPOSED OF: 638

The Coös County Attorney's Office had 3 Jury Trials in Coös Superior Court in 2023.

The Coös Grand Jury convened 12 times at Lancaster in 2023.

Thank you to the Coös County Delegation and the Coös County Commissioners for the financial support necessary to conduct the business of the Office of the Coös County Attorney.

I thank individually the members of my staff: Administrative Assistant Susan Corrow, Legal Clerk Meghan Stroffoleno, Victim Witness Coordinator Erin Qualter, Assistant County Attorney Scott Whitaker, and Assistant County Attorney John Viscido who started with the Office in March 2023. I thank the entire staff for their hard work and dedication in 2023. They have done their jobs with respect, patience, and professionalism.

I thank the entire local, state, and federal law enforcement community for their support and for the hard work that they do daily for the citizens of Coös County.

In 2023, both the Court and the Office of the Coös County Attorney were under the stress of a continued backlog of cases. In addition, the case and crime statistics for 2023 were significantly higher than those of 2022. The primary driver of this increase is likely attributable to the case backlog and filling the assistant county attorney vacancy, which has allowed for quicker and expanded prosecution of criminal offenders.

The number of indictments were up in nearly all categories.

Except for theft by unauthorized taking, possession of child sexual abuse images, and delivery of articles to prisoner charges, which were the same or slightly down, nearly all other offenses saw an increase over 2022 numbers.

The number of violent crimes more than doubled in 2023. These offenses include physical assaults, sexual assaults, and criminal threatening. Drug-related crimes almost doubled in 2023, while theft-related crimes were slightly increased as more burglary and receiving stolen property indictments were returned. Other notable increases in 2023 include the number of indictments charging felon in possession of a deadly weapon, which were almost triple the 2022 number.

Attorneys at the Office of the Coös County Attorney reviewed 56 cases that were not presented before the Grand Jury, more than double the 2022 number of casefile reviews. These cases that were submitted to the office by referring law enforcement agencies, thoroughly reviewed, and then sent back to the referring agencies with letters, recommending that further investigation be done or advising the departments to bring misdemeanor charges forward in Circuit Court.

The Office of the Coös County Attorney has continued to work diligently to prosecute opioid/methamphetamine crimes in Coös County. Drug overdose deaths in Coös County in 2023 were markedly down over 2022, with 9 fatalities from drug overdose in 2023 as of the time of writing. The number of overdose deaths in 2022 was staggering, with 24 lives lost to drugs in Coös County. While the problem clearly remains, I am pleased at such a significant reduction. I thank the DEA and AG's Drug Taskforce, and all local departments, for steadfastly working these difficult drug investigations.

Respectfully Submitted,  
*John G. McCormick*  
*Coös County Attorney*

## REPORT OF THE COÖS COUNTY SHERIFF

I would like to thank County Administrator Mark Brady and County Commissioners Thomas Brady, Raymond Gorman, and Robert Théberge and other elected representatives past and present for their support this year. I am excited to see what the future brings to the Coös County Sheriff's Office as I am in my fourth term as Coös County High Sheriff. I also serve on the Executive Board for the New England Chief's of Police Association. I have very professional staff that serve the citizens of Coös County with honor and integrity, which makes it a pleasure to work with such dedicated people. I would also like to extend my sincerest thanks of support to the taxpayers of Coös County. Without the public support, it would be difficult to perform our many duties.

The Coös County Sheriff's Office has once again been very busy in 2023, serving civil process, and transporting prisoners. We were able to devote more time to patrolling the unincorporated areas in the county. Deputies Bert vonDohrmann and John Accardi spent a great deal of time performing building inspections, updating the 911 mapping system, and replacing road signage to enhance 911 response.

As part of their regular duties, Sheriff's deputies transported prisoners for the Superior and 1<sup>st</sup> Circuit Courts to and from the Northern New Hampshire Correctional Facility, New Hampshire State Prison in Concord, as well as the Women's State Prison, and all county jails throughout the State. Deputies also worked with Coös County Corrections to transport their inmates to and from doctor and dental appointments and guarding these inmates while in a hospital setting.

The Sheriff's Office saw a great deal of personnel changes in 2023. Long time Administrative Assistant Iris Emerson resigned to pursue a different career path. Deputy Mitch Doolan retired and started a private business. Both were valuable employees dedicated, professional and assisted in carrying the Sheriff's Office mission. Sergeant Luc Perreault was promoted to Lieutenant and has assumed the role of Administrative Assistant. This has assisted the office greatly, as being a certified officer, he can do a plethora of duties as a result. Deputy Josh White was promoted to Sergeant and has assumed more responsibilities to help the office. The Sheriff's Office hired Anthony Havalotti who was employed by the Lancaster Police Department. Having many years of service to not only Lancaster, but also as a correctional officer greatly enhances the operations of the Sheriff's Office. This is very helpful to our office, as he is already a certified officer and does not need to go to New Hampshire Police Standards and training.

During the past year the Sheriff's Office also conducted involuntary emergency transfers to hospitals around the state and assisted local departments in transporting their prisoners to and from the County jail for court appearances. The Sheriff's Office is also required by law to extradite all fugitives from justices who are to be returned to Coös County to face charges. During the past year we have extradited wanted people throughout New England.

Annual training is important to maintaining each deputy's proficiencies and maintaining law enforcement certifications. The training requirements to keep the deputy's certification has increased in 2023 and will increase in 2024 again.

This year the Sheriff's Office continued OHRV patrols in the County. Coös County has over 1,000 miles of trails on private land, State, Town, unincorporated places including County owned property. This year

we were fortunate that Polaris donated one OHRV to the Sheriff's Office to use to patrol the trails. The Sheriff's Office is working with the Commissioners and the Delegation to resolve patrolling issues. Some of the trails are shared with street and highway traffic. A proactive approach from our office has been to assist area law enforcement officers in the County to teach and enforce the public about the laws and rules of operating OHRVs. The Sheriff's Office patrolled 540 OHRV hours and issued approximately 1,139 warnings and 208 summonses.

The following statistics from the Sheriff's Office Reporting System outline the past year's activity:

Total # of individuals transported:	296
Civil process received:	1,256
Involuntary Emergency Admissions:	18

Sheriff's deputies traveled approximately 250,209 miles in the performance of their daily job responsibilities.

This past year the Sheriff's Office continued to be successful in keeping our budget requests to a bare minimum, acknowledging the continued financial hardship the County is faced within this very difficult economy. The Commissioners and Delegation have always been supportive of the Sheriff's Office, especially when it comes to acquiring necessary equipment to assist the deputies in the performance of their duties. The Sheriff's Office also returned a significant amount of revenue back to the County which helps offset operating expenses. Those revenues are generated from work completed by deputies that can be invoiced by the Sheriff's Office. These revenues help to keep the County tax rate lower.

2023 Revenues Billed:

Administrative Office of the Court:	\$206,064.26
Civil Process:	\$105,690.16
Campground Patrols:	\$15,435.00
Forestry Patrols:	\$4,140.00
Operation Stonegarden Patrols:	\$34,249.33
OHRV Patrol Grant:	\$4,905.00
OHRV Fine Reimbursement:	\$5,906.22
Special Details:	<u>\$ 52,805.00</u>

2023 TOTAL REVENUES INVOICED	\$429,194.97
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Respectfully Submitted,  
*High Sheriff, Brian L. Valerino*  
*Coös County, New Hampshire*

## REPORT OF REGISTER OF DEEDS

In 2023, we saw the continued slowing of the Real Estate Market in Coös County. This year, the Registry recorded 5,591 documents. These recordings reflect approximately \$222,393,152 in taxable sales. These sales generated \$3,335,897.28 in Real Estate Transfer Tax and \$90,668 in LCHIP fees for the State of New Hampshire, as well as \$375,119.74 in revenue for Coös County. In addition, \$10,623 was deposited into the Registry's Surcharge account which is used when new equipment is required.

On January 1, 2023, Coös County started to accept electronic filings for the first time. We also set up the ability for customers to pay online for their accounts and copies. This has been a successful change in the office operations.

We all took lessons on unbinding the old books due for restoration and have brought that process internal to the registry which has resulted in a savings. We continue to utilize Holzer Bindery to de-acidify and restore 9 volumes (books) each year.

The office has also expanded the indexed documents back to first quarter of 1975. The goal is to be indexed through mid-1974 by the end of 2024. The Registry team has also continued to improve the quality of images currently available online.

The Registry, like most places, continues to operate short staffed. During the last year, we added Stephanie Cross to the team and continued to utilize Lilly Kenison and Kathy Dunlap on a part time basis to help with the shortage. This has so far worked well with everyone pitching in where needed and being very flexible. We are blessed to have an excellent team. The goal for 2024 will be to become fully staffed.

As always, the staff continuously looks at the processes and workflows in an effort to streamline them and provide fast efficient services to the residents of Coös County. We also look at how we as a team can provide the needed services at the lowest cost.

It is an honor to be able to continue to serve as your Register of Deeds. Thank you for all of your trust and confidence.

Respectfully submitted,  
*Leon H. Rideout*  
*Coös County Register of Deeds*

**COOS COUNTY NURSING HOME - BERLIN**  
**Administrator’s Report**

Coös County Nursing Home (CCNH) is a 5-Star Nursing Home, located in Berlin, New Hampshire (NH). The home is operated by the Coös County Board of Commissioners to provide skilled rehabilitation and long-term care services for those in need of these services.

The person-centered care provided by staff enables a safe and effective return to independence, with activities available throughout the day. CCNH staff are committed to providing preventive and restorative care for all their residents, with the goal of achieving and maintaining the maximum potential of each resident. The physical, emotional, spiritual, and psychological needs of each resident are addressed by a highly qualified interdisciplinary team of healthcare professionals, to include direct hire and contracted services.

Recruitment and retention of Registered Nurses, Licensed Practical Nurses, and Licensed Nursing Assistants continues to be a focus for CCNH this year. We continue with periodic newspaper advertisements, numerous job fairs have been attended (i.e., Berlin High School, Gorham High School, White Mountains Regional High School, Groveton High School, NH Employment Security Virtual Job Fair), Indeed postings, recruitment bonuses, and nursing assistant training programs in partnership with LNA Health Careers. We had one long-term employee graduate from the LPN Program while receiving the Coos County Tuition Loan Program, with two participants attending this year’s class.

Current Nursing Open Positions (RN/LPN), Full-time Equivalents: 13.7  
 Current Licensed Nursing Assistants Open Positions (LNA), Full Time Equivalents: 39.9

Annual resident statistics for year ending December 31, 2023, are as follows:

	<i>Year 2023</i>	<i>Year 2022</i>
Number of days:		
Long-Term Care	23,895	22,299
Short-Term Skilled Stay	1,945	1,582
Number of Admissions:	56	25
Number of Discharges/Deaths:	54	29
Number of Returns from Leaves:	48	29
Occupancy Rate:	71.29%	65.66%

Our goal for 2024 is to increase our census and staffing. As of January 2024, we have received an increase in employee applicants and several of our on-call staff have applied for available open positions. These are positive steps in the right direction.

The following are department summaries for Coös County Nursing Home, written by department managers:

**ACTIVITY DEPARTMENT**

So many adventures for the residents this year, including a trip to the Living Shores Aquarium, through a grant awarded by the Randolph Foundation we received in the spring of 2020. In June of 2023, we were finally able to take the residents to visit the aquarium once the Covid risks/restrictions lessened for our residents. It was a day to remember, as the residents pet the stingrays, watched the otters perform, felt the fish nibble on their fingers and hands, and spent some time in the Aviary with the various birds.



Other outings included a fishing trip, sponsored by the Fish and Game Department, at Libby's Pool, which included a Subway Lunch donated by Steve Binette. Residents had fun as they competed with our neighboring nursing home for most fish caught. We lost, but we had plenty of laughs.

With the completion of the Riverwalk, residents were also able to enjoy a stroll along the river and reminisce about years past, and the beauty of the river.

Following a lunch outing in February, the residents were taken to watch the Nansen Ski Jumping events from the comfort of the van and car.

Rides and ice cream, luncheons, picnics, shopping, Christmas Lights rides, trip to the local airport to see the Blackhawk helicopter, and most recently a trip to Berlin Middle School to judge the decorating of the doors also provided opportunity to be out in the community.

The theme for National Nursing Home Week in May was "Together we can Grow and Cultivate Kindness". Planting, garden parties, barbecues, painting, and music activities were held on the patio as much as possible.

These activities, added to a calendar filled with music, live entertainment, religious services, special meals, men's breakfasts, school programs, themed events, Christmas Cantata, and zoom programming through the White Mountain Community Fortier Library, offered choices and preferences for our residents.

With the help of all Departments, these activities were made possible.

The journey continues, Covid continues, but the need to make the best of each day continues as well.

Looking forward to another great year ahead.

*Diane Booth, Activity Director*

## **ENVIRONMENTAL SERVICES**

2023 was a very eventful year for the Environmental Services Department. The county applied for and received GOFERR funds in the amount of \$1,218,217.00. These funds came with a 40% reimbursement clause assuming that all the application requirements are met by the end of September 2024.

The projects listed for CCNH were:

1. Propane tank farm improvements. All 4 1000-gallon propane tanks were lifted out of the ground and had a pre-cast concrete pad placed under each with large steel straps to keep the frost from moving them and then re-piped and buried. The cost was \$ 44,674.
2. 100-gallon fuel tank for emergency generator. The original 1976 fuel tank was in need of repair but parts were no longer available. The cost was \$16,189.04.
3. Replacement of all 4 resident bathing units. The cost was \$103,700.00.
4. Replacement of resident nurse call systems. The cost was \$66,689.78.
5. Installation of ceiling mounted patient lifts. The cost was \$209,640.95.
6. Installation of 2, 80lb capacity, washing machines and 2, 120lb capacity, propane fired, clothes dryers. The cost \$77,535.95.
7. Installation of new fire alarm panels and smoke detectors on each nursing floor. The cost was \$25,091.70.
8. Installation of 3 high efficiency domestic hot water tanks in boiler room. The cost was \$449,320.00.

9. Purchase of furnishings for all resident common areas. The cost was \$35,601.03.
10. Purchase of draperies for all windows in the nursing home. The cost was \$28,698.00.
11. Installation of carpet flooring in all common areas of the nursing home. The cost was \$73,077.61.
12. Replacement of all the windows in the nursing home. Estimated total cost \$354,264.88.
13. Construction of a new entrance on the north end of the building. Estimated total cost \$103,800.

Everything listed above is finished except for the windows and the north entrance. It was a very busy year and I need to thank all the employees on every shift for dealing with all the disruptions to their routines and for keeping the residents active and occupied through all of it.

We also changed our TV contract from Spectrum to Retirement Home TV. This new satellite-based TV service provides 48 channels plus a community channel where our Activity Department can list daily activities as well as upcoming events and daily menus from the Dietary Department.

The Dietary Department had 2 mini-split air conditioners installed to help with the excessive heat during the summer months. We replaced the cable that operates the dumbwaiter for the Dietary Department. It was kinked and no longer working properly.

*Mike Holt, Environmental Services Manager*

#### **DIETARY DEPARTMENT**

The Dietary team has been outstanding this past year in dealing with all the challenges that occurred. Covid, at times, continues to dictate what we do, and the department must be flexible. Many employees pick up extra shifts and change jobs when needed without questions. We have several long-term employees who are very skilled at what they do. We also have some new employees who are learning but the labor shortage is challenging. This past year the Assistant Dietary Manager, Jonathan Gamache, attained his certification as a Certified Dietary Manager and Certified Food Protection Professional. It takes a lot of work and studying to achieve this. Jonathan and I attend state chapter meetings and we both serve on the board. I'm proud to share that the Dietary department has not had a survey tag from the state in well over a decade. This goes to show the dedication and skill level found within the department. Many employees are Serve Safe certified which is our commitment to food safety and environment.

Our focus continues to be resident satisfaction and providing nutritious meals under the guidance of our dietitian. We provide a restaurant-type approach with our always offered menu. This provides each resident many choices besides the regular and alternate meals. The staff will also accommodate special resident requests for meals if supplies are on hand. The addition of our updated equipment such as a modern dining system with new carts that decrease noise on the floors and keep the meals at proper temperatures has been appreciated by staff and residents.

Capital improvements to the department involved purchasing new air conditioners for the department to improve working conditions and employee satisfaction. As one can expect the kitchen gets very warm during the summer months. This can be in addition to having to wear a mask at times which makes it more uncomfortable. Previously, we just had two small household units in the department. We now have large wall mounted commercial units that have been a big help and employees appreciated the upgrade.

The supply chain and fluctuating prices continues to be an issue. Provider ordered supplements for the residents are a big challenge. At times our purveyors are not able to procure any of the various forms of supplements, so we resort to Amazon when needed. We use three main food purveyors to order from to control pricing and improve availability.

The department is strong and will adapt to what the new year brings us. Looking forward to special meals, barbeques on the deck, dessert bars, and bringing smiles to all the residents we consider our own family.

*Keith Couture, Dietary Manager*

### **Business Office/Billing**

As the Business Office Manager/Billing Coordinator it has been a busy year. Our short-term Skilled admissions stayed sustainable with census, even when we were unable to accept admissions during times when experiencing a Covid outbreak. We remain busy billing insurance providers, Medicaid, Medicare for skilled services, along with Covid specimens, Covid vaccines, Telehealth, and all other billable services to bring in Medicare allowable revenue for our facility. Back in August, Erin Gauthier moved from Accounts Payable to the Residents Account Position. Erin's knowledge of both positions has been an asset to our facility. We look forward to 2024 and increasing our census.

*Vicky Gagne, Business Office Manager/Billing Coordinator*

### **Assistant to the Administrator/Human Resources**

Everything within Payroll and Human Resources has been status quo this year.

For Quality Assurance Process Improvement (QAPI), we are now tracking employee retention and satisfaction using performance evaluations. These evaluations have been updated to include a section for employee satisfaction and comments. Identifying information is redacted and the results are discussed at monthly QAPI meetings for possible improvements. Ongoing monitoring continues monthly for employees requiring a license (RN, LPN, LNA), Workers Compensation injuries, Family Medical Leave of Absence, suggestions from the suggestion box, and employee recruitment.

As with previous years, recruitment is still a challenge. We advertise in newspapers, on the County website, through the NH Employment Security Office, and we recently added Indeed to the list. We had a total of 46 new hires, this includes 12 employees that have returned to CCNH, 43 terminations, and 9 employees that changed their status to on-call. We had 6 long-term employees retire from their position in 2023. We had two LNAs that participated in the County Tuition Loan Program. We also had two LNAs complete the Medication Nursing Assistant Program. We continue to promote education for job advancement and offer tuition assistance programs.

*Christine LaBelle, Assistant to the Administrator/Human Resources Manager*

### **STAFF DEVELOPMENT**

RELIAS Education Solutions, COVID-19 education, and competency testing are the mainstays in my department. The total courses RELIAS education assigned was 1,627 modules. Total completion was 95% facility wide as of January 1, 2024, with a projection of 100 % compliance by month end. We have had 112 individuals attend orientation, 41 are facility staff and the remainder are Agency/Contract staff. All individuals, including volunteers, are oriented to the building, and learn about Residents Rights, Neglect and Abuse, Fire Policy, HIPPA rules and regulations, and Dementia training. We have been holding more

in-person meetings and in-services but again this past year's attendance was low due to difficulty replacing staff on the units. Staff Development is back up for Infection Prevention, so we have been doing lots of covid testing. This fall has been very busy with Covid testing due to exposures or outbreaks. We have a new Infection Preventionist, so I have been working with her closely to assist her in compliance and testing routines. We have been working on starting a new LNA/MNA program at the facility, we are completing the paperwork involved. The next step will be obtaining State approval.

*Lynn Warren, RN, Staff Development*

### **SOCIAL SERVICES**

In 2023, our overall admissions increased significantly from the previous year which is encouraging. We continue to adhere to the Centers for Medicare & Medicaid as well as NH Department of Health & Human Services guidelines for Covid-19, which at times impacts our ability to admit new residents for either short or long-term admissions. Social Services was pleased to host a Family Support Group with special guest speaker, Magdalana Grace Siegel, counselor/therapist who also provides a "Live, Learn, and Pass It On" series with our facility residents. Residents and their families are encouraged to maintain open lines of communication with facility staff. We appreciate the support provided by Northern Human Services to ensure mental and emotional well-being for our residents. We are in partnership with North Country Home Health and Hospice for long-term care residents choosing their Hospice benefit, as well as skilled discharges back into the community.

We look forward to another year of providing the quality of care that is among the elite 19% of skilled nursing facilities, for short-term rehabilitation and long-term care, that earned a "High Performing" rating, the highest possible achievement, according to US News and World Report for 2024.

*Candice Santy, Social Services Director*

### **NURSING DEPARTMENT**

As the Director of Nursing, I must express how pleased and blessed we are at this facility to have such a hard-working, dedicated staff, that meet the demands of the day-to-day challenges that healthcare faces. Our staff is unique in so many ways and stands tall to each change day in and day out. Whether it is keeping up the spirits of our residents during a Covid-19 outbreak or welcoming a new resident to our home, letting them know that we all feel blessed to have them here, in our home. Coos County Nursing Home is also proud of our short-stay Skilled Nursing Program. Our skilled residents have had an acute episode and are in need of further skilled nursing or therapy services to help them achieve their goal of going back into the community they so love. This past year we have provided skilled services to 56 residents, with more than 40 skilled residents meeting their personal goals of going back to their own home.

We have many layers in our nursing department. Our Health Information Clerks have an array of different tasks to help keep the floors run smoothly. They schedule appointments, they act as a liaison between the MD offices, nurses, residents, and their families. They answer many calls, assist the residents with meals and help organize the nursing schedule with its frequent changes.

Our Unit Aides work in assisting the residents, the Licensed Nursing Assistants (LNA's) and Nurses with making sure our residents are hydrated, answering bells, making beds, and connecting with our residents while they perform each task with care for those around them.

Our LNA's are the frontline of our department. They work tirelessly to bring a high standard of quality care that they give to each resident. The LNA faces new challenges with purpose, grace, and a work ethic beyond reproach. This hardworking team advocates for every resident with a loving approach that they deserve in their home. A job that deserves respect from all those who observe how amazing each LNA truly is.

Our nurses face their own unique challenges. From an acute medical occurrence with a resident, managing the team, physician orders, changes in the schedules and assignments, a resident discharging, a new admission, or a resident that requires extra monitoring that they are all willing to give.

We are also blessed with the areas that are behind the scenes, yet so very important. Our MDS department, with Michelle Lemoine, RN, MDS Coordinator, Jill Albert, RN, Karen Berube, RN, Sandy Villeneuve, RN, Certified Wound Nurse, and Gail Yourison, LPN, Restorative Nurse Coordinator, lead the way with skills of knowledge, care planning to maintain and assure quality for each resident. They are the team that meets with each resident's family during the interdisciplinary care plan meetings, to ensure each residents' needs are met on every level.

Another unique area in our nursing department led by Gail Yourison, LPN Restorative Nursing Coordinator. Gail along with Tori Lynn Whitaker, LNA, MNA (Medication Nursing Assistant), and Donna Roy, LNA, work one-on-one with our residents performing restorative care to help promote the highest level of independence with our residents. Restorative programs range from dining programs, exercise programs that are a fun challenge with corn hole boards, noodles, and balloons. They help with improving sleep patterns, circulation and decrease risk of alteration in skin integrity. Safety for the residents is always first in their minds, which includes safe use of walkers and wheelchairs as well as training the new staff on resident transfers and mechanical lifts, education on the restorative dining program and ensuring staff is educated on the walk to dine program. This program works side by side with our Therapy Department, led by Meagan Accardi, Occupational Therapist, Therapy Department Director, contracted with Health Pro Heritage which helps ensure quality and ongoing promotion of independence for our residents to help meet their goals.

All of this barely touches the surface of our amazing team in the Nursing department that makes each day a success for both the team members and the residents. Thanks to you all.

*Susanne Lanteigne, RN, DON*

### **QUALITY/INFECTION PREVENTION**

My name is Darci Brochu, LPN. I have been employed as a charge nurse here at Coös County Nursing Home of Berlin, NH for the past 17 years. I have recently taken on the position of Infection Preventionist/Director of Quality, as the previous nurse in this position, Connie Croteau, RN, has retired.

I began my new position as Infection Preventionist/Director of Quality mid-December Of 2023. I am enjoying my new role, along with the responsibilities and learning more of what this position entails. I am also grateful for the opportunity to advance my position here at Coös County Nursing Home. I have completed a 17-hour online Nursing Home Infection Preventionist training course along with additional training courses on vaccinations. I am continuously working on and looking for additional training courses through CDC (Centers for Disease Control and Prevention) to remain up to date and educate myself on the frequently changing requirements and guidelines by the CDC.

There were three Covid-19 Outbreaks during 2023, in August, November, and December. These outbreaks included both staff and residents. Residents were given the most up to date Comirnaty Covid vaccine this Fall of 2023. The vaccination rate and those considered up to date for residents is at 86%. Out of 74 residents, 9 refused. Covid Vaccination rate of staff: Direct Hire: 9.7%, Agency 2.5%. The facility is looking to improve the vaccination rate for staff by looking into providing a vaccination clinic for the most recent up to date Covid vaccine. We are able to provide the Influenza vaccine to staff here at the facility. Providing the vaccine onsite is beneficial in increasing the Influenza vaccination rate of staff, which we are currently at 63% and continuing to offer to staff. Resident influenza vaccination rate is at 93%. Showing its effectiveness as there were few resident cases of Influenza in the facility for 2023. We are also being proactive in preventing Respirator Syncytial Virus (RSV) by offering the RSV vaccine to our residents. Education, Action, and Prevention are the keys to a successful year ahead.

*Darci Brochu, LPN, Infection Preventionist/Director of Quality*

At this time, I want to thank the Board of Commissioners, Thomas Brady, Raymond Gorman, and Robert Théberge, and the County Administrator Mark Brady, for allowing me to return as the Nursing Home Administrator to Coös County Nursing Home. During the five years I was away from my previous position as Nursing Home Administrator, I worked for privately run nursing homes, and a hospital. I feel my experiences will be beneficial in the future growth of the Berlin Nursing Home, financially and in the expansion of current systems.

Respectfully submitted,  
*Louise J. Belanger, RN, BS, NHA*  
*Nursing Home Administrator*

## **COÖS COUNTY NURSING HOSPITAL - W. STEWARTSTOWN**

### **Administrator's Report - 2023**

Although Covid-19 and staffing issues continued to play a huge role throughout 2023, a light could be seen at the end of the tunnel this year. New staff showed up and some old staff returned. There was a new feeling in the team as a group that wants to be here and looks forward to solving problems and making life better for both the residents and the staff. Through trial and error, travel staff have been contracted who have become part of the CCNH family. Admissions have come in and life at the nursing home has begun to move to a more normal new normal. Everything is not back to how it was, but all are finding a way to make it work.

#### **CMS SURVEY**

The nursing hospital was surveyed November 15-17, 2023. Life Safety survey arrived on the 16<sup>th</sup>. The results of the Survey were received on December 2, 2023. It was a very good survey. The nursing hospital was found to be Deficiency-Free for Life Safety! On the Quality of Care/Quality of Life Survey, three deficiencies were noted. Two of the deficiencies were on the nursing hospital, both were low level paper based deficiencies that were corrected before the surveyors left the building. The third tag was a higher-level tag, and it was actually because of the pharmacy. There had been ongoing issues with the pharmacy over the previous year and this deficiency was just one more issue in a long list of issues. The nursing hospital will be changing to a different pharmacy in 2024.

#### **BUSINESS OFFICE**

Patty Havalotti is the Business Office Manager for Coös County Nursing Hospital. She is also in charge of Resident Accounts and Accounts Receivable. Patty is the "go-to" person for computer issues and is the liaison with the IT provider Secured Network Services (SNS). This part of her position kept her quite busy this past year coordinating the facility with SNS workers and making sure IT ran smoothly in the building. Patty also handles the billing for NH Medicaid, VT Medicaid, and private pay. With her expertise she was able to assist the Berlin nursing home with training a new employee in their facility to perform these duties.

New Hampshire Medicaid rates were \$217.61 on January 1, 2023, and \$230.83 on July 1, 2023. Vermont Medicaid rates were \$280.87 and \$295.31. In August, the Commissioners voted to increase the Private Pay rate from \$300 to \$325 starting on November 1, 2023, with another increase to \$350 planned for May 1, 2024. Accounts Receivable set a goal at the end of 2022 to significantly reduce the arrears in 2023. This goal was successful, reducing arrears by 2/3 this year.

#### **DIETARY**

Patrick Kennett, CDM/CFPP is the Director of Dietary. In July, Josiah Homer joined the team as the Assistant Dietary Manager. Together Patrick and Josiah lead a quality team of cooks and dietary aides. In 2023, the Dietary Department was able to reopen the Residents' Dining Room in the basement. The residents were thrilled to be able to get back to dining as a group in the "Café!" Cook to order breakfast also returned to the floors. After having it back in place for a bit staff determined one cook to order station was sufficient for the number of residents. Second Floor is now the place to be at breakfast time!

#### **NURSING**

Ashley Hodge, BSN, RN, joined the team at Coös County Nursing Hospital in August as the new Director of Nursing. Ashley came in with a positive, can-do attitude and settled right in to work. Christine Graves,

RN stepped up to the role of Assistant Director of Nursing while also maintaining her role as the Clinical Coordinator for Second Floor. Tabatha Day, RN moved from her previous role in Restorative and Quality to take on the challenge of being the Clinical Coordinator for Third Floor. In 2023, the Nursing Department continued dealing with the challenges of limited staffing and illnesses. Contract LNAs and LPNs and even RNs continued to be needed to fill the gaps. On a bright note, Sandy Day, LNA/MNA after being an LNA for many years, graduated in December with her LPN thanks to the County's Tuition Loan Program. Another LNA, Kendel Hall is attending White Mountains Community College's RN program on the County's Tuition Loan Program. She will graduate in 2025.

#### HEALTH INFORMATION

Sharon Belleville is the Health Information Clerk/ Infection Preventionist and Beth Marquis is also a Health Information Clerk. While Sharon has been working towards her certification in Long Term Care Infection Prevention, Beth has been working towards her Medical Coding certificate. Both ladies have been doing this while keeping up with their normal duties. They are an excellent team.

#### STAFF DEVELOPMENT

Sage Rodrigue, BSN, RN, is the Director of Staff Development. Throughout 2023, CCNH offered hundreds of hours of inservice education. Education offerings came from the Relias program, in person trainings, educational opportunities offered by Peak Development, and Zoom sessions offered by the New Hampshire Healthcare Association and Pharmerica. Staff Development continued to work very closely with the Infection Preventionist, the Nursing Department, and Quality to provide ongoing education and ongoing competencies.

Sage is also responsible for teaching the LNA classes and MNA classes. In 2023 Sage ran a class for the area high schools and two adult classes as well as her first MNA class. Things are never dull in Staff Development!

#### RESTORATIVE CARE/NURSING QUALITY

Jenny Champagne, RN, joined the team as the Restorative Care Coordinator/Director of Nursing Quality just as the old year was ending and the new one was beginning. She took over from Tabatha Day who had been in the role through most of 2023. Although this program is very dependent on the therapy staffing at Upper Connecticut Valley Hospital, the Restorative Department here provides quality services to help the residents maintain or reach their highest practicable level of wellbeing.

#### MAINTENANCE

Dennis Bouvier is a Master Plumber and the Plant Manager. Dennis and his team renovated an employee bathroom, installed the two new bathtubs for the residents, continued work on the second-floor hallways, and dealt with boiler issues through the year. In November, a crew from Energy Efficient Investments Inc. (EEI) and Banwell installed two prototype Packaged Terminal Air Conditioners (PTAC) units in windows on first floor. One was installed above the window and one below. The decision was quickly made to go with the installation above the window to allow the residents a full view out the window. The project is planned to start in April to complete the whole house before the September deadline.

#### HOUSEKEEPING/LAUNDRY

Victoria Smart is the Director of Housekeeping and Laundry. Although Tori was only six months into her position at the start of 2023 it has felt like she has always been here and part of the team. While some staffing issues continued through the year, Tori has built a solid team of housekeeping aides, laundry



aides, and porters. Issues with a dryer caused some stress this year so a new dryer has been requested in the 2024 budget.

#### ACTIVITIES

Marie Parker, ADC, is the Activity Director. Marie directs a team of five Activity Aides and two Transport Aides. The Activities Department was able to hold many group activities this year. Wildlife Adventures and musical guests were even able to return amidst the Covid precautions. Once again, the facility was under a Covid outbreak at Christmas, but the activities team was able to make the holidays special for the residents. Santa and Mrs. Claus even made an appearance for all the residents.

All outings and appointments are scheduled through the Transport team. Rather than rely on outside transportation, CCNH owns a fleet of two wheelchair accessible vans and a passenger car to make sure the residents can reach even long-distance appointments in Lebanon, Concord, and Manchester. Close to 200 trips were made to outside appointments and shopping in 2023.

#### SOCIAL SERVICES/ADMISSIONS

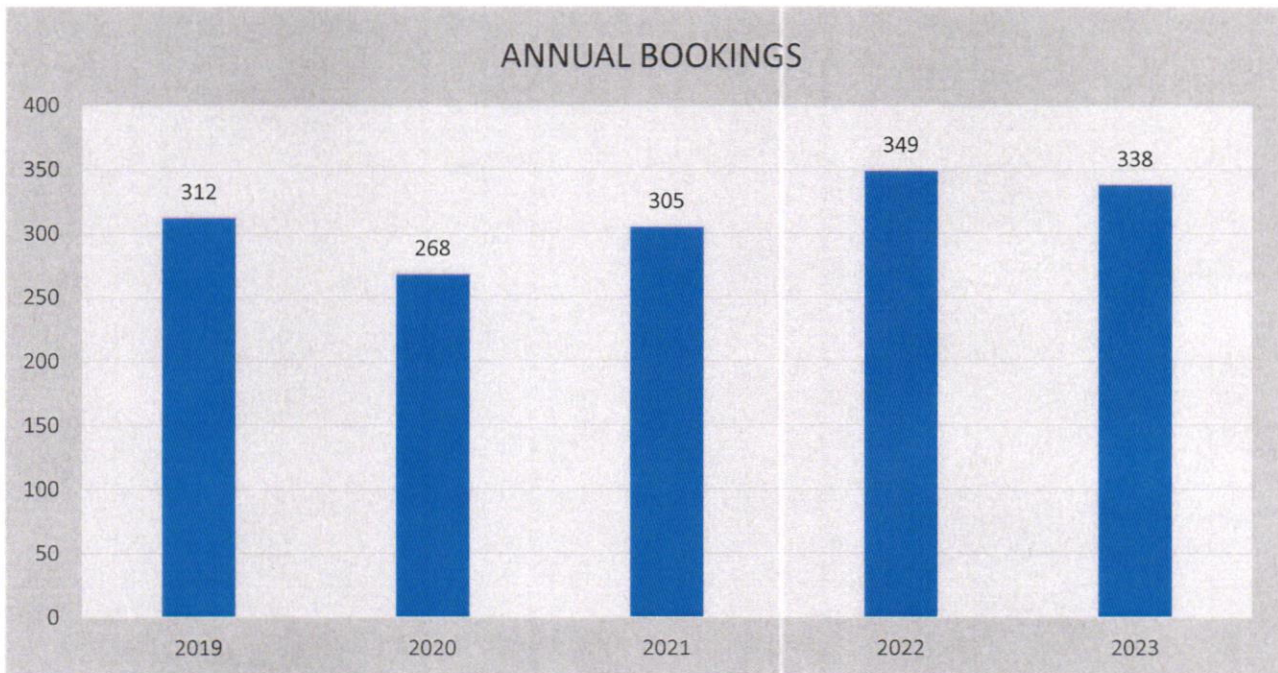
Nancy Hughes is the Social Services Director/Quality Assurance Performance Improvement (QAPI) Lead. Nancy's job covers everything from helping potential residents in the community to apply for services, to bringing in admissions and helping them apply for Medicaid, whether it is NH or VT. Once the person is admitted, Nancy is there to help both residents and families to adjust to nursing home life. She also arranges visits with the Mental Health Social Worker, Sora Davis. In 2023, there were seventeen admissions, thirteen deaths, and two discharges at CCNH. In 2023, Nancy also stepped up and took on the role of QAPI Lead. This role is mandated by CMS. Nancy has taken to it like a pro keeping everyone organized and working on improvement projects for the facility.

Coös County Nursing Hospital has weathered many storms and many changes through the past few years. More rule changes followed the pandemic keeping everyone on their toes while continuing to move forward. The team is resilient, dedicated, and caring. This is a Five-Star home thanks to the staff of CCNH and thanks to the support of the Coös County Commissioners, the Coös County Delegation, and Coös County Administration.

Respectfully Submitted,  
*Laura Mills, BSN, RN-BC, NHA*  
*Nursing Home Administrator*  
*Coös County Nursing Hospital*

## COÖS COUNTY DEPARTMENT OF CORRECTIONS REPORT OF THE SUPERINTENDENT

2023 population statistics were very similar to 2022. Male inmates in Coös County served 6,279 Days in 2023, resulting in an average daily male population of 17 in the building. Housing both sentenced and pretrial inmates, the facility averaged a 64 (pretrial)/ 35 (sentenced) housing ratio for 2022. Detained mainly at Grafton County Department of Corrections, female inmates served 1,204 days in 2022. There were 37 Protective Custody admissions during 2023. The department had a total of 301 intakes in 2023, as compared to 303 in 2022. The average length of stay was 27 days.



Operations in 2023 have been extremely focused on opioid abatement and rehabilitation services. The department has been working towards building its treatment services. There are numerous agencies in Coös County that are focused on this type of work and delivery of services to the justice involved population, which makes for a fantastic opportunity for the department. In 2022, state leaders in New Hampshire launched a Justice Reinvestment Initiative effort to address the high and persistent utilization of public health and county jail resources by people with mental illnesses and substance use disorders (behavioral health conditions). For the project, CSG Justice Center staff conducted extensive analysis of case-level data from county jails as well as Medicaid claims data from the Department of Health and Human Services (DHHS). Examining this data revealed information about local trends in jail populations, including identification of behavioral health (BH) needs, participation in treatment services within jails, and services accessed by people before and after incarceration. A summary of the data from this study was presented in 2023 and broken out into two groups, the Key Challenges and the Key Findings. Those are presented as follows.

### Key Challenges

- There is a small number of people cycling through jails in New Hampshire that are utilizing a substantial number of resources at great cost to counties and the state.
- High utilizers (HU) of jail services had more complex and more frequent BH-related encounters than their non-HU counterparts.
- Reentry and community services vary greatly from county to county, contributing to long wait times and gaps in reintegration services, particularly for the complex HU population.

### Key Findings

- Jail HU accounted for 9 percent of the jail population but 34 percent of jail entrances and approximately 29 percent of jail costs from fiscal year (FY) 2019 to FY2021.
- In comparison to non-HU, HU in FY2019–FY2021 had a greater likelihood of being booked into jail for lower-level crimes, such as criminal trespassing, probation and parole violations, and failure to appear or bail charges, and were less likely to be booked for violent offenses.
- Overall, 89 percent of HU in FY2015–FY2021 had a history of Medicaid enrollment, and of the population, 93 percent have a BH claim.
- Statewide variations in staffing, resources, and practices; gaps in resource availability; and system and funding silos led to limitations and inconsistencies in the way providers serve this complex population.
- \$93,705,131 is the estimated total cost for HU who matched to Medicaid between FY2019 and FY2021 for New Hampshire jails (\$60.5M) and Medicaid reimbursements to providers (\$33.1M).

In conclusion of the Justice Reinvestment Initiative, there were several policy recommendations made by CSG Justice Center Staff. Those policy recommendations are as follows.

- Increase Jail and Reentry Services
- Coordinate Care Across Systems
- Clarify Protective Custody Holds
- Expand Data Collection and Monitoring
- Pursue Funding and Sustainability

The takeaway for the department is that there has been a major connection in costs of high utilizers and services in the State of New Hampshire. The department has taken advantage of the New Hampshire Opioid Abatement settlement funds to work towards delivery of services to the population that has been identified to have Substance Use Disorders (SUD's). The department was able to leverage funds from this settlement to create a collaborative meeting area that will serve to carry out treatment plans, collaboration with community partners on delivery of services and training on caring for offenders with (SUD's). The meeting area is beneath the Coös County Administrative Offices and is scheduled for completion in early 2024.

The department has major challenges in delivering care to a high need population. We are so fortunate to have an outstanding team of professionals that make that possible. I would like to thank Medical Services Coordinator Sarah Langlois-RN, Medical Director Molly Boudreau- APRN, David Olson-RN, Savannah Harrison-RN, Sora Davis, Tommi Meckley- Case Manager and Suzanne Dewitt- LADAC Counselor for their dedication and assistance in providing medical and health treatment to the inmate population.

Coös County's focus on recruitment and retention has proved beneficial, and I am pleased to report that staffing has improved. Challenges such as the demographics of Coös County, an aging work force and relocation of Coös County youth make this especially difficult. But we continue to ensure a competitive workforce market, while be extremely conscientious of Coös County taxpayer dollars.

The Coös County Recycling Center had a great year of operations for revenues. Operationally, there were significant changes implemented. As the availability of sentenced inmates who provide a great deal of the labor force to the recycling center has been trending downward. The absence of this labor creates significant hardships carrying out the day-to-day work in sorting, processing, and storing recyclable commodities. A solution to help with the absence of labor was to implement a Source Separation model for recyclable containers. Source Separation requires the public to separate recyclable commodity containers by type at their respective transfer stations. By separating it at the transfer stations, it does not need to be separated once brought back to the Recycling Center facility. Commodity containers can now go directly to the processing/ baling process, thus saving time and labor needed. Source Separation was implemented at the close of 2023. Supervised by Community Programs Corporal James Lesperance, the recycling center collected, baled and shipped over 800 tons of recyclable materials for the eight member towns. Among those materials were cardboard, paper products, aluminum and steel cans, plastics and glass. The recycling program diverts hundreds of tons of solid waste from entering New Hampshire landfills, in turn significantly lengthening the lives of these landfills. Revenue from commodity sales is directly applied to the program's successive annual operating budget, which substantially reduces the cost of the program for taxpayers of the member towns and Coös County. The eight member towns fully fund the Coös County Recycling Center through the use of commodity revenues and member contributions.

Facility upgrades continue to be a major focus for our beautiful building. American Rescue Plan Act (ARPA) funding has allowed for a major upgrade to the facility's heating system. Two new Energy Recovery Ventilation units were approved for installation. This installation is aimed at increasing air quality while also reducing the amount of heating fuel needed to heat the building. The facility went through a software upgrade to the video surveillance system. This was a major project that took the majority of 2023 to accomplish. The department began upgrades to the jail management system in 2023 with an expected implementation date of August of 2024. The current jail management system is end of life and will no longer be supported.

In closing, I would like to express my greatest thanks to the employees of the Coös County Department of Corrections. I am continually grateful for their hard work, dedication and resolve. I am exceptionally proud of our staff and the incredible work they do in the name of public safety while maintaining a level excellence for the Coös County taxpayer. I want to extend a sincere thank you to Coös County Administrator Mark Brady for his leadership and guidance this past year. Administrator Brady and his team function at an extreme level of ability and competence and are undoubtedly an invaluable resource for Coös County. Coös County is a leader in teamwork and draws its success from its employees and elected officials. I am truly grateful to serve the staff and Coös taxpayer as their superintendent, while being committed to providing excellence, public trust and fiscal responsibility to the great people of Coös County.

Respectfully submitted,  
*Benjamin H. Champagne*  
*Superintendent*

**SCHEDULE OF COUNTY PROPERTY**  
**December 31, 2023**

Description	2023 Estimated Sound Insurance Appraisal
<u>WEST STEWARTSTOWN</u> <i>(Including Contents)</i>	
Nursing Hospital & 2008 Addition	\$10,920,100
Jail and House of Correction	\$4,750,500
Hay and Cow Barn	\$638,100
Recycling Center & Recycling Storage Building	\$392,010
Frame Garage	\$98,200
Machinery Shed	\$13,608
County Administrator's House/Garage	\$355,200
Transfer Station	\$5,000
 <u>BERLIN</u> <i>(including contents)</i>	
Nursing Home & 2008 Sunroom	\$11,110,200
Garage/Generator Building	\$218,500
	\$28,501,418

**UNINCORPORATED PLACES  
2023 COMBINED BALANCE SHEET**

	ASSETS				LIABILITIES & FUND BALANCE				
	Cash	Taxes & Other Receivables	Due From General Fund	Total Assets	Other Liabilities	Due To General Fund	Reserved Special Purposes	Fund Balance	Total Liabilities & Fund Equity
Atkinson & Gilmanton Academy Grant	\$3,244	\$0	\$244,800	\$248,044	\$0	\$0	\$3,244	\$244,800	\$248,044
Bean's Grant	\$0	\$0	\$2,392	\$2,392	\$0	\$0	\$0	\$2,392	\$2,392
Bean's Purchase	\$188	\$0	\$46,104	\$46,292	\$0	\$0	\$188	\$46,104	\$46,292
Cambridge	\$18,045	\$29,413	\$116,686	\$164,144	\$0	\$0	\$18,045	\$146,098	\$164,144
Chandler's Purchase	\$0	\$0	\$1,430	\$1,430	\$0	\$0	\$0	\$1,430	\$1,430
Crawford's Purchase	\$76	\$0	\$50,665	\$50,740	\$0	\$0	\$76	\$50,665	\$50,740
Cutt's Grant	\$0	\$0	\$495	\$495	\$0	\$0	\$0	\$495	\$495
Dix Grant	\$3,846	\$0	\$249,634	\$253,480	\$0	\$0	\$3,846	\$249,634	\$253,480
Dixville	\$39,965	\$122,582	\$131,832	\$294,378	\$0	\$0	\$39,965	\$254,413	\$294,378
Erving's Grant	\$1,869	-\$228	\$54,921	\$56,562	\$0	\$0	\$1,869	\$54,693	\$56,562
Green's Grant	\$852	\$37,717	\$23,236	\$61,805	\$0	\$0	\$852	\$60,953	\$61,805
Hadley's Purchase	\$0	\$0	\$497	\$497	\$0	\$0	\$0	\$497	\$497
Kilkenny	\$573	\$0	\$12,347	\$12,920	\$0	\$0	\$573	\$12,347	\$12,920
Low & Burbank Grant	\$706	\$0	\$24,600	\$25,306	\$0	\$0	\$706	\$24,600	\$25,306
Martin's Location	\$79	\$14,459	\$16,211	\$30,750	\$0	\$0	\$79	\$30,670	\$30,750
Millsfield	\$3,112	\$413,648	-\$3,133	\$413,626	\$0	\$97,797	\$3,112	\$312,717	\$413,626
Odell	\$3,731	\$13,893	\$11,000	\$28,624	\$0	\$0	\$3,731	\$24,893	\$28,624
Pinkham's Grant	\$0	\$50,211	\$40,968	\$91,178	\$0	\$0	\$0	\$91,178	\$91,178
Sargent's Purchase	\$0	\$0	\$305,821	\$305,821	\$0	\$0	\$0	\$305,821	\$305,821
Second College Grant	\$1,697	\$0	\$274,179	\$275,876	\$0	\$0	\$1,697	\$274,179	\$275,876
Success	\$10,040	\$42,595	\$50,399	\$103,034	\$0	\$0	\$10,040	\$92,994	\$103,034
Thompson & Meserve's Purchase	\$0	\$18,346	\$21,437	\$39,783	\$0	\$0	\$0	\$39,783	\$39,783
Wentworth Location	\$2,614	\$62,232	\$0	\$64,846	\$777	\$19,558	\$2,614	\$41,897	\$64,846
Totals	\$90,637	\$804,867	\$1,676,520	\$2,572,024	\$777	\$117,355	\$90,636	\$2,363,255	\$2,572,024

**COOS COUNTY UNINCORPORATED PLACES  
TAX COLLECTOR'S REPORT**

Fiscal Year Ended December 31, 2023

	Levies of	
	<u>2023</u>	<u>2022</u>
<b>Uncollected Taxes - Beginning of Fiscal Year:</b>		
Property Taxes	0.00	139,834.99
<b>Credit Balances</b>	0.00	-25.00
<b>Taxes Committed to Collector:</b>		
Property Taxes	150,454.00	0.00
Yield Taxes	144,285.00	0.00
Land Use Change Taxes	62,600.00	0.00
<b>Abatements Made:</b>		
Property Taxes	0.00	0.00
Overpayments	0.00	4,313.42
<b>Interest &amp; Fees Collected on Delinquent Taxes:</b>	456.45	632.52
<b>Total Debits</b>	<b>\$357,795.45</b>	<b>\$144,755.93</b>
<b>Remitted to Treasurer during Fiscal Year:</b>		
Property Taxes	150,272.60	140,450.41
Yield Taxes	144,285.00	0.00
Land Use Change Taxes	62,600.00	0.00
Interest/Costs	456.45	632.52
Conversion to Lien	0.00	968.00
<b>Abatements Made:</b>		
Property Taxes	0.00	2,705.00
<b>Uncollected Taxes End of Fiscal Year:</b>		
Property Taxes	340.17	0.00
<b>Credit Balances</b>	-158.77	0.00
<b>Total Credits</b>	<b>\$357,795.45</b>	<b>\$144,755.93</b>

**COOS COUNTY UNINCORPORATED PLACES  
TAX COLLECTOR'S REPORT**

Summary of Tax Accounts  
Fiscal Year Ended December 31, 2023

	DR.		
	<u>2022</u>	Levies of <u>2021</u>	<u>2020</u>
Unredeemed Tax Lien Balances at Beginning of Fiscal Year	0.00	0.00	975.87
Liens Executed During Fiscal Year	1,111.71	0.00	0.00
Interest & Costs Collected After Lien Execution	<u>89.78</u>	<u>0.00</u>	<u>327.53</u>
<b>Total Debits</b>	<b><u>\$1,201.49</u></b>	<b><u>\$0.00</u></b>	<b><u>\$1,303.40</u></b>

	CR.		
	<u>2022</u>	Levies of <u>2021</u>	<u>2020</u>
<b>Remitted to Treasurer during Fiscal Year:</b>			
Redemptions	1,111.71	0.00	975.87
Interest & Costs (After Lien Execution)	89.78	0.00	327.53
Abatements of Unredeemed Tax	0.00	0.00	0.00
Unredeemed Taxes End of Year	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Credits</b>	<b><u>\$1,201.49</u></b>	<b><u>\$0.00</u></b>	<b><u>\$1,303.40</u></b>





Statement of Appropriations and Revenue as Voted

Coos County

For the period beginning January 1, 2023 and ending December 31, 2023  
Form Due Date: **September 1 (or 20 Days after a Supplemental Meeting)**

This form is to be used by the county to report the voted appropriations from any annual or special meeting. The Clerk of the County Convention and the Chairperson must sign the form and file, as required under RSA 24:24, with the Secretary of State. The completed form must be submitted to the Department of Revenue Administration by September 1 (per RSA 21-J:34) for the Annual Meeting or within 20 days after the vote taken at any supplemental meeting.

CERTIFICATION OF VOTE

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

Name	Position	Signature
Troy Merner	Chairperson	 <small>Troy Merner (Sep 2, 2023 16:32 EDT)</small>
Corinne Cascaddin	Clerk of County Convention	 <small>Corinne Cascaddin (Sep 2, 2023 17:53 EDT)</small>

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>

**For assistance please contact:**  
NH DRA Municipal and Property Division  
(603) 230-5090  
<http://www.revenue.nh.gov/mun-prop/>



**Appropriations**

<b>Account</b>	<b>Purpose</b>	<b>Article</b>	<b>Appropriations As Voted</b>
<b>General Government</b>			
4110	County Convention Costs	Coos County 2023	\$15,000
4120	Judicial		\$0
4122	Jury Costs		\$0
4123	County Attorney's Office	Coos County 2023	\$507,570
4124	Victim Witness Advocacy Program	Coos County 2023	\$105,620
4130	Executive	Coos County 2023	\$555,160
4150	Financial Administration	Coos County 2023	\$405,600
4151	Treasurer	Coos County 2023	\$10,730
4153	Other Legal Costs		\$0
4155	Personnel Administration		\$0
4191	Planning and Zoning (Unincorp. Places)		\$0
4192	Medical Examiner	Coos County 2023	\$22,500
4193	Register of Deeds	Coos County 2023	\$387,030
4194	Maintenance of Government Buildings		\$0
4196	Insurance Not Otherwise Allocated		\$0
4198	Contingency		\$0
4199	Other General Government	Coos County 2023	\$247,660
<b>General Government Subtotal</b>			<b>\$2,256,870</b>
<b>Public Safety &amp; Corrections</b>			
4211	Sheriff's Department	Coos County 2023	\$1,363,750
4212	Custody of Prisoners		\$0
4214	Sheriff's Support Services		\$0
4219	Other Public Safety		\$0
4230	Corrections	Coos County 2023	\$2,880,480
4235	Adult Probation and Parole		\$0
<b>Public Safety &amp; Corrections Subtotal</b>			<b>\$4,244,230</b>
<b>County Farm</b>			
4301	Administration		\$0
4302	Operating Expenditures		\$0
4309	Other County Farm		\$0
<b>County Farm Subtotal</b>			<b>\$0</b>



**Appropriations**

<b>Account</b>	<b>Purpose</b>	<b>Article</b>	<b>Appropriations As Voted</b>
<b>County Nursing Home</b>			
4411	Administration	Coos County 2023	\$2,101,270
4412	Operating Expense	Coos County 2023	\$28,135,400
4439	Other Health		\$0
<b>County Nursing Home Subtotal</b>			<b>\$30,236,670</b>
<b>Human Services</b>			
4441	Administration		\$0
4442	Direct Assistance	Coos County 2023	\$6,250,000
4443	Board and Care of Children		\$0
4447	Special Outside Services	Coos County 2023	\$126,300
4449	Other Human Services		\$0
<b>Human Services Subtotal</b>			<b>\$6,376,300</b>
<b>Cooperative Extension Services</b>			
4611	Administration	Coos County 2023	\$235,960
4619	Other Conservation	Coos County 2023	\$96,430
<b>Cooperative Extension Services Subtotal</b>			<b>\$332,390</b>
<b>Economic Development</b>			
4651	Administration		\$0
4652	Economic Development	Coos County 2023	\$45,000
4659	Other Economic Development	Coos County 2023	\$1,025,000
<b>Economic Development Subtotal</b>			<b>\$1,070,000</b>
<b>Debt Service</b>			
4711	Principal - Long-Term Bonds/Notes	Coos County 2023	\$170,390
4721	Interest - Long-Term Bonds/Notes	Coos County 2023	\$19,710
4723	Interest on Revenue Anticipation Notes	Coos County 2023	\$20,000
4750	Fiscal Agents' Fees		\$0
4760	Bond Issuance Costs		\$0
4790	Other Debt Service Charges		\$0
<b>Debt Service Subtotal</b>			<b>\$210,100</b>
<b>Intergovernmental Transfers</b>			
4800	Intergovernmental Transfers		\$0
<b>Intergovernmental Transfers Subtotal</b>			<b>\$0</b>



**Appropriations**

Account	Purpose	Article	Appropriations As Voted
<b>Capital Outlay</b>			
4901	Land and Improvements		\$0
4902	Machinery, Vehicles, and Equipment	Coos County 2023	\$201,500
4903	Buildings	Coos County 2023	\$3,937,600
4904	Improvements other than Buildings	Coos County 2023	\$372,290
<b>Capital Outlay Subtotal</b>			<b>\$4,511,390</b>
<b>Depreciation Expense</b>			
4905	Depreciation		\$0
4906	Amortization		\$0
<b>Depreciation Expense Subtotal</b>			<b>\$0</b>
<b>Interfund Operating Transfers</b>			
4911	Transfers to General Fund		\$0
4912	Transfers to Special Revenue Fund	Coos County 2023	\$50,000
4913	Transfers to Capital Projects Fund		\$0
4914	Transfers to Proprietary Fund		\$0
4915	Transfers to Capital Reserve Fund	Coos County 2023	\$10,910
4916	Transfers to Trust and Fiduciary Funds		\$0
<b>Interfund Operating Transfers Subtotal</b>			<b>\$60,910</b>
<b>Total Voted Appropriations</b>			<b>\$49,298,860</b>



**Estimated Revenues**

Account	Source	Article	Estimated Revenue Ensuing Fiscal Year
<b>Assessments/Taxes</b>			
3110	Property Taxes (Unincorp. Places)		\$0
3111	Municipal Assessment		\$0
3120	Land Use Change Taxes (Unincorp. Places)		\$0
3180	Resident Taxes (Unincorp. Places)		\$0
3185	Yield Taxes (Unincorp. Places)		\$0
3186	Payments in Lieu of Taxes (Unincorp. Places)		\$0
3187	Payments in Lieu of Taxes	Coos County 2023	\$250,000
3189	Other Taxes		\$0
3190	Interest and Penalties on Delinquent Taxes (Uninco	Coos County 2023	\$100
3191	Penalties on Delinquent Municipal Assessments		\$0
3200	Licenses, Permits, and Fees		\$0
<b>Assessments/Taxes Subtotal</b>			<b>\$250,100</b>
<b>Licenses, Permits, and Fees</b>			
3220	Motor Vehicle Fees (Unincorp. Places)		\$0
3230	Building Permits (Unincorp. Places)		\$0
3290	Other Licenses, Permits, and Fees		\$0
<b>Licenses, Permits, and Fees Subtotal</b>			<b>\$0</b>
<b>From the Federal Government</b>			
3319	Federal Grants and Reimbursements	Coos County 2023	\$4,796,190
<b>From the Federal Government Subtotal</b>			<b>\$4,796,190</b>
<b>From the State of New Hampshire</b>			
3351	Shared Revenue - Block Grant (Unincorp. Places)		\$0
3352	Incentive Funds		\$0
3354	Water Pollution Grants		\$0
3355	Housing and Community Development	Coos County 2023	\$1,025,000
3356	State/Federal Forest Land Reimbursements (Unincorp		\$0
3359	Other State Grants and Reimbursements	Coos County 2023	\$1,736,360
<b>From the State of New Hampshire Subtotal</b>			<b>\$2,761,360</b>
<b>Revenue from Other Governments</b>			
3379	Intergovernmental Revenues	Coos County 2023	\$105,700
<b>Revenue from Other Governments Subtotal</b>			<b>\$105,700</b>



**Estimated Revenues**

Account	Source	Article	Estimated Revenue Ensuing Fiscal Year
<b>Charges for Services</b>			
3401	Sheriff's Department	Coos County 2023	\$288,010
3402	Register of Deeds	Coos County 2023	\$345,000
3403	County Corrections	Coos County 2023	\$7,300
3404	County Nursing Homes	Coos County 2023	\$14,740,540
3405	County Farm		\$0
3406	Cooperative Extension Service		\$0
3407	Maintenance Department		\$0
3409	Other Charges	Coos County 2023	\$20,000
<b>Charges for Services Subtotal</b>			<b>\$15,400,850</b>
<b>Miscellaneous Sources</b>			
3501	Sale of County Property		\$0
3502	Interest on Investments	Coos County 2023	\$40,000
3503	Rents of Property	Coos County 2023	\$9,230
3504	Fines and Forfeits		\$0
3505	Escheats		\$0
3506	Insurance Dividends and Reimbursements		\$0
3508	Contributions and Donations		\$0
3509	Other Miscellaneous Sources	Coos County 2023	\$99,840
<b>Miscellaneous Sources Subtotal</b>			<b>\$149,070</b>
<b>Other Financial Sources</b>			
3911	Transfers from General Fund		\$0
3912	Transfers from Special Revenue Fund	Coos County 2023	\$1,267,500
3913	Transfers from Capital Projects Fund	Coos County 2023	\$2,040,000
3914	Transfers from Proprietary Funds		\$0
3915	Transfers from Capital Reserve Fund	Coos County 2023	\$421,220
3916	Transfers from Trust and Fiduciary Funds		\$0
3934	Proceeds from Long-Term Bonds/Notes		\$0
<b>Other Financial Sources Subtotal</b>			<b>\$3,728,720</b>
<b>Total Estimated Revenues</b>			<b>\$27,191,990</b>

**Budget Summary**

Item	Ensuing Year
Total Voted Appropriations	\$49,298,860
(Less) Total Estimated Revenues	\$27,191,990



**Estimated Revenues**

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Unassigned Fund Balance (Unreserved)	\$0
(Less) Voted from Fund Balance	\$0
(Less) Fund Balance to Reduce Taxes	\$5,793,410
<b>Amount Certified to be Raised by Taxes</b>	<b>\$16,313,460</b>

## 2023 COUNTY TAX APPORTIONMENT

COÖS COUNTY	% PROPORTION TO COUNTY TAX	APPORTIONMENT OF COUNTY BUDGET
Atkinson/Gilmanton Academy Grant	0.0172%	2,812
Bean's Grant	0.0000%	0
Bean's Purchase	0.0000%	0
Berlin	13.2928%	2,168,516
Cambridge	0.2156%	35,173
Carroll	10.6812%	1,742,474
Chandler's Purchase	0.0010%	167
Clarksville	1.5878%	259,023
Colebrook	5.7703%	941,341
Columbia	2.7505%	448,709
Crawford's Purchase	0.0054%	876
Cutt's Grant	0.0000%	0
Dalton	2.7373%	446,548
Dix Grant	0.0225%	3,669
Dixville	0.7284%	118,819
Dummer	2.5155%	410,362
Errol	2.4992%	407,709
Erving's Grant	0.0010%	164
Gorham	7.1888%	1,172,749
Green's Grant	0.1923%	31,379
Hadley's Purchase	0.0000%	0
Jefferson	3.3448%	545,649
Kilkenny	0.0006%	96
Lancaster	7.0649%	1,152,526
Low & Burbank's Grant	0.0000%	0
Martin's Location	0.0115%	1,882
Milan	3.8946%	635,343
Millsfield	1.8572%	302,969
Northumberland	4.7034%	767,287
Odell	0.0632%	10,313
Pinkham's Grant	0.1067%	17,399
Pittsburg	9.2305%	1,505,806
Randolph	1.9551%	318,948
Sargent's Purchase	0.0441%	7,187
Second College Grant	0.0304%	4,966
Shelburne	1.9559%	319,083
Stark	2.4736%	403,526
Stewartstown	3.1791%	518,623
Stratford	2.6155%	426,683
Success	0.2999%	48,923
Thompson & Meserve's Purchase	0.1536%	25,053
Wentworth Location	0.1836%	29,949
Whitefield	6.6250%	1,080,769
<b>TOTALS</b>	<b>100.0000%</b>	<b>16,313,460</b>



**CONSOLIDATED BALANCE SHEET  
DECEMBER 31, 2023**

**ASSETS:**

Cash - County	\$11,966,960
Cash - Recycling Center	10,314
Accounts Receivable - Coös County Nursing Hospital	663,030
Accounts Receivable - Coös County Nursing Home	1,691,048
Accounts Receivable - County	106,808
Accounts Receivable - Recycling Center	3,917
Tax Deeded Property - County	399
Inventories	233,014
Future Debt Retirement - Coös County Nursing Home	177,950
Future Debt Retirement - County Complex Water System Connection	593,778
Future Debt Retirement - County IT Equipment Upgrade	80,417
<b>TOTAL ASSETS</b>	<u><u>\$15,527,634</u></u>

**LIABILITIES:**

Accounts Payable - All Funds	1,573,015
Accrued Expense - All Funds	475,121
Payroll Deductions Payable - All Funds	22,945
Capital Improvement Notes - Berlin Nursing Home Roof/Ventilation Project	177,950
Capital Improvement Notes - County Complex Water System Connection	593,778
Capital Improvement Notes - County IT Equipment Upgrade	80,417
<b>TOTAL LIABILITIES</b>	\$2,923,226

**FUND EQUITY**

Reserve for Special Purpose	
Facility Fund	394,676
Sick Pay	292,493
Deeds Surcharge	95,009
Vehicle Reserve Fund	53,171
Recycling Center Equipment	10,314
Inventory Offset	233,014
DOC Electronic Monitoring Security Deposits	610
Reserve for 53rd Payroll	100,000
Reserve - Gas/Fuel Expense	50,000
Reserve - Finance & Accounting Software	255,060
Reserve for ARPA: Broadband	182,900
Reserve for ARPA: City of Berlin	353,776
Reserve for ARPA: Town of Jefferson	82,563
Reserve for ARPA: Town of Gorham	77,852
Reserve for ARPA: Town of Colebrook	282,833
Reserve for ARPA: Town of Pittsburg	45,000
Reserve for ARPA: Town of Errol	24,644
Reserve for ARPA: Unallocated	34,474
Reserve for LATCF Funds	150,002
Reserve for Opioid Abatement	22,485
Reserve for ARPA Audits/Admin fees	15,856
Reserve for ARPA HVAC Nursing Hospital	1,500,000
Reserve for ARPA DOC Heat System	291,179
Reserve for ARPA BNH New Entrance	1,500
Reserve for ARPA BNH New Windows	270,900
RSA 151 Unclaimed Funds	400
General Fund - Due to Unincorporated Places	1,559,159
Undesignated/Unreserved	
Nursing Hospital, Nursing Home, County, Farm	6,016,608
Recycling Center	149,042
Transfer Station	58,889
<b>TOTAL FUND EQUITY</b>	<u><u>12,604,408</u></u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u><u>\$15,527,634</u></u>

**BUDGET**  
**OF**  
**COÖS COUNTY, NEW HAMPSHIRE**

JANUARY 1, 2023 TO DECEMBER 31, 2023



Thomas M. Brady, Chairman

Raymond Gorman, Vice-Chair

Robert Théberge, Clerk

**BOARD OF COUNTY COMMISSIONERS**



# **BUDGET PROPOSAL**

## **APPROPRIATIONS**

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>WEST STEWARTSTOWN NURSING HOSPITAL</b>				
<b>ADMINISTRATION</b>				
01-05100-0100	Administrator's Salary	143,300	143,221	143,310
	Administrator's Salary (Retirements)			100,100
01-05100-0400	Accounting Staff Salaries	108,080	103,233	115,560
01-05100-0600	Performance Incentive	0	0	0
01-05100-0800	In Lieu of Health Benefit	10	0	10
01-05100-0900	Longevity Pay	1,300	1,300	1,400
01-05100-1000	Social Security (FICA)	18,900	18,042	26,750
01-05100-1100	Life Insurance	70	58	60
01-05100-1200	Health Insurance	41,510	41,509	45,600
01-05100-1300	Retirement	34,750	28,356	49,600
01-05100-1400	Workers' Compensation	2,780	2,780	4,990
01-05100-1500	Unemployment Insurance	0		
01-05100-1700	Education and Conferences	2,700	1,062	2,700
01-05100-1800	Employee Physicals	150	0	150
01-05100-1900	Employee Recognition	4,000	4,750	4,000
01-05100-2000	Legal Services	5,000	283	5,000
01-05100-2100	Audit Services	10,190	9,111	10,860
01-05100-2400	IT Contracted Services	208,790	208,787	213,000
01-05100-2410	IT Hardware/Equipment	23,570	23,654	43,500
01-05100-2500	Accounts Payable/Accounting Allocation	61,460	61,456	70,130
01-05100-2600	Human Resources/Payroll Allocation	119,480	119,476	181,180
01-05100-2800	DOC: Administration Services Allocation	(8,000)	(8,625)	(8,000)
01-05100-3600	Office Supplies	9,000	8,303	7,500
01-05100-3700	Dues/Licenses/Subscriptions	4,900	5,786	5,300
01-05100-3800	Postage	3,500	2,383	3,000
01-05100-3900	Administration Supplies and Expenses	3,500	2,582	3,500
01-05100-6800	Communications	42,060	42,059	40,000
01-05100-7000	Travel	2,200	498	2,200
01-05100-7500	Bad Debts/Allowance & Recovery	0	0	0
01-05100-8200	Equipment Repair/Maintenance Contracts	67,560	67,646	63,900
01-05100-9300	Liability Insurance	16,250	16,288	26,650
01-05100-9700	New Equipment	500	36	3,140
01-05100-9900	Retiree Benefits	18,860	12,367	13,850
	<b>TOTAL ADMINISTRATION</b>	<b>946,370</b>	<b>916,398</b>	<b>1,178,940</b>
<b>DEBT SERVICE</b>				
01-05100-9000	Principal: Long-Term Notes	31,300	31,297	32,470
01-05100-9100	Interest: Long-Term Notes	3,500	2,381	1,220
	<b>TOTAL DEBT SERVICE</b>	<b>34,800</b>	<b>33,678</b>	<b>33,690</b>
<b>ASSESSMENTS</b>				
01-05120-3700	Provider Assessment	539,510	400,910	569,940
	<b>TOTAL ASSESSMENTS</b>	<b>539,510</b>	<b>400,910</b>	<b>569,940</b>
<b>DIETARY DEPARTMENT</b>				
01-05130-0100	Dietary Director's Salary	72,190	70,485	74,320
01-05130-0200	Cooks' Salaries	189,680	170,219	205,570
01-05130-0300	Dietary Aides' Salaries	544,510	493,935	545,800
	Dietary Aides' Salaries (Retirements)			16,130
01-05130-0400	Assistant Dietary Manager	36,760	11,283	48,010
01-05130-0800	In Lieu of Health Benefit	4,000	3,500	5,600

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
01-05130-0900	Longevity Pay	7,200	6,825	8,100
01-05130-1000	Social Security (FICA)	61,220	53,147	63,430
01-05130-1100	Life Insurance	250	130	250
01-05130-1200	Health Insurance	303,230	238,673	309,260
01-05130-1300	Retirement	87,240	68,388	89,540
01-05130-1400	Workers' Compensation	15,850	15,850	17,450
01-05130-1500	Unemployment Insurance	0	0	0
01-05130-1700	Education and Conferences	3,200	2,672	3,200
01-05130-1800	Employee Physicals	450	0	450
01-05130-2300	Registered Dietitian	17,600	10,197	20,000
01-05130-2400	DOC: Inmate Meals Allocation	(205,000)	(190,383)	(190,000)
01-05130-2500	DOC: Employee Meals Allocation	(26,000)	(22,063)	(25,000)
01-05130-3800	Dishes and Glassware	1,180	695	1,070
01-05130-3900	Dietary Supplies and Expenses	38,520	34,667	39,680
01-05130-5000	Food	363,000	294,800	370,000
01-05130-7000	Travel	100	292	400
01-05130-8200	Equipment Repair/Maintenance Contracts	3,930	3,535	8,780
01-05130-9700	New Equipment	3,070	3,064	1,000
01-05130-9900	Retiree Benefits	34,150	27,970	27,450
	<b>TOTAL DIETARY DEPARTMENT</b>	<b>1,556,330</b>	<b>1,297,883</b>	<b>1,640,490</b>
	<b>NURSING DEPARTMENT</b>			
01-05140-0100	Director of Nursing Salary	104,470	95,185	103,230
01-05140-0200	Registered Nurses' Salaries	955,980	849,821	1,462,900
	Registered Nurses' Salaries (Retirements)			39,910
01-05140-0300	Licensed Practical Nurses' Salaries	161,460	107,696	242,580
01-05140-0400	Nursing Assistants' Salaries	1,558,110	1,388,293	2,248,600
	Nursing Assistants' Salaries (Retirements)			143,980
01-05140-0500	Medication Nursing Assistant Salaries	217,050	211,584	247,590
01-05140-0600	Scheduling Coordinator	58,320	56,486	60,800
01-05140-0800	In Lieu of Health Benefit	15,900	12,550	18,600
01-05140-0900	Longevity Pay	21,760	15,966	18,060
01-05140-1000	Social Security (FICA)	319,870	198,301	329,380
01-05140-1100	Life Insurance	730	302	710
01-05140-1200	Health Insurance	934,940	504,811	1,268,050
01-05140-1300	Retirement	422,730	265,216	424,310
01-05140-1400	Workers' Compensation	83,010	83,009	83,010
01-05140-1500	Unemployment Insurance	0	0	0
01-05140-1700	Education and Conferences	37,000	19,979	30,000
01-05140-1800	Employee Physicals	1,500	225	1,500
01-05140-2300	Contract Nurses	1,903,530	1,903,524	50,000
01-05140-2400	DOC: Nursing Services Allocation	(500)	0	(100)
01-05140-3100	Medical and Surgical Supplies	180,000	167,276	180,000
01-05140-3900	Nursing Supplies and Expenses	10,000	5,659	10,000
01-05140-7000	Travel	600	371	2,000
01-05140-8200	Equipment Repair/Maintenance Contracts	30,000	26,818	30,000
01-05140-8800	Equipment Rental	4,000	2,492	4,000
01-05140-9700	New Equipment	20,010	13,586	22,940
01-05140-9900	Retiree Benefits	128,150	115,864	122,820
	<b>TOTAL NURSING DEPARTMENT</b>	<b>7,168,620</b>	<b>6,045,014</b>	<b>7,144,870</b>

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>HEALTH INFORMATION MANAGEMENT</b>				
01-05141-0100	Health Information Manager	0	0	0
01-05141-0200	Health Information Clerk	104,800	97,900	125,290
01-05141-0800	In Lieu of Health Insurance	10	0	10
01-05141-0900	Longevity Pay	1,100	1,100	1,100
01-05141-1000	Social Security (FICA)	7,280	6,755	8,760
01-05141-1100	Life Insurance	20	18	20
01-05141-1200	Health Insurance	48,640	42,027	54,390
01-05141-1300	Retirement	15,770	15,765	17,440
01-05141-1400	Workers' Compensation	210	211	310
01-05141-1500	Unemployment Insurance	0	0	0
01-05141-1700	Education and Conferences	2,480	1,411	2,480
01-05141-3600	Office Supplies and Expense	2,000	806	2,000
01-05141-7000	Travel	100	0	100
01-05141-8200	Equipment Repair/Maintenance Contracts	100	0	100
01-05141-9700	New Equipment	710	0	100
<b>TOTAL HEALTH INFORMATION MGMT</b>		<b>183,220</b>	<b>165,993</b>	<b>212,100</b>
<b>STAFF DEVELOPMENT</b>				
01-05142-0100	Staff Development Director's Salary	88,670	76,189	91,280
01-05142-0800	In Lieu of Health Insurance	10	0	10
01-05142-1000	Social Security (FICA)	6,090	5,059	6,230
01-05142-1100	Life Insurance	20	19	20
01-05142-1200	Health Insurance	36,900	36,742	40,220
01-05142-1300	Retirement	12,240	10,474	12,600
01-05142-1400	Workers' Compensation	1,190	1,182	1,770
01-05142-1500	Unemployment Insurance	0	0	0
01-05142-1700	Education and Conferences	1,000	793	1,000
01-05142-1800	LNA/MNA Classes	2,500	1,965	2,500
01-05142-1900	In House Education	2,000	1,351	2,000
01-05142-3900	Staff Development Supplies and Expenses	800	704	900
01-05142-7000	Travel	100	63	300
01-05142-8200	Equipment Repair/Maintenance Contracts	480	440	480
01-05142-9700	New Equipment	100	39	640
<b>TOTAL STAFF DEVELOPMENT</b>		<b>152,100</b>	<b>135,020</b>	<b>159,950</b>
<b>QUALITY MANAGEMENT</b>				
01-05143-0100	Quality Director's Salary	88,470	65,058	35,370
01-05143-0800	In Lieu of Health Insurance	10	0	10
01-05143-1000	Social Security (FICA)	6,260	4,598	2,320
01-05143-1100	Life Insurance	20	6	20
01-05143-1200	Health Insurance	27,310	16,534	12,120
01-05143-1300	Retirement	12,210	6,099	4,880
01-05143-1400	Workers' Compensation	1,110	1,105	690
01-05143-1500	Unemployment Insurance	0	0	0
01-05143-1700	Education and Conferences	600	90	300
01-05143-3600	Office Supplies	1,000	876	1,000
01-05143-3700	Dues/Licenses/Subscriptions	300	0	300
01-05143-3800	Employee Health Expense	1,200	1,482	1,200
01-05143-7000	Travel	100	232	200
01-05143-8200	Equipment Repair/Maintenance Contracts	480	440	2,500
01-05143-9700	New Equipment	100	0	10
<b>TOTAL QUALITY MANAGEMENT</b>		<b>139,170</b>	<b>96,520</b>	<b>60,920</b>

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>PLANT OPERATIONS</b>				
01-05150-0100	Plant Manager's Salary	79,900	73,414	82,200
01-05150-0200	Maintenance Salaries	128,350	114,393	134,260
01-05150-0800	In Lieu of Health Benefit	10	0	10
01-05150-0900	Longevity Pay	1,300	1,304	1,500
01-05150-1000	Social Security (FICA)	15,250	13,489	15,820
01-05150-1100	Life Insurance	40	38	40
01-05150-1200	Health Insurance	53,120	52,893	58,110
01-05150-1300	Retirement	29,050	25,368	30,220
01-05150-1400	Workers' Compensation	3,690	3,686	4,210
01-05150-1500	Unemployment Insurance	0	0	0
01-05150-1700	Education and Conferences	400	271	1,200
01-05150-1800	Employee Physicals	80	0	80
01-05150-2000	DOC: Maintenance Services Allocation	(13,500)	(13,822)	(13,500)
01-05150-2900	Outside Services	30,000	29,785	30,000
01-05150-3900	Plant Supplies and Expenses	7,000	4,500	7,000
01-05150-6100	Electricity	72,000	59,736	72,000
01-05150-6200	Propane Gas	21,970	17,359	19,000
01-05150-6300	Water System Maintenance Expense	200	0	100
01-05150-6350	W.Stewartstown Water Dept. Expense	28,000	27,425	28,000
01-05150-6400	Sewer	19,410	19,434	19,410
01-05150-6500	Fuel	105,580	97,787	97,500
01-05150-7000	Travel	300	159	300
01-05150-7900	Vehicle Supplies and Expenses	8,000	5,147	8,000
01-05150-8100	Building Repairs	45,000	16,847	50,000
01-05150-8200	Equipment Repair/Maintenance Contracts	910	2,403	4,000
01-05150-8300	Grounds Maintenance	4,000	4,576	4,000
01-05150-8400	Snow Removal	13,090	13,084	12,000
01-05150-9300	Property Insurance	7,300	8,103	13,550
01-05150-9700	New Equipment	1,000	681	5,200
01-05150-9900	Retiree Benefits	6,150	5,994	6,730
	<b>TOTAL PLANT OPERATIONS</b>	<b>667,600</b>	<b>584,054</b>	<b>690,940</b>
<b>LAUNDRY DEPARTMENT</b>				
01-05160-0100	Laundry Director's Salary	25,170	24,996	25,910
01-05160-0200	Laundry Aides' Salaries	173,020	116,186	135,570
01-05160-0300	Laundry Porters' Salaries	78,730	64,905	79,010
01-05160-0800	In Lieu of Health Benefit	2,000	2,000	2,000
01-05160-0900	Longevity Pay	2,590	2,641	2,790
01-05160-1000	Social Security (FICA)	20,510	15,406	18,080
01-05160-1100	Life Insurance	70	31	60
01-05160-1200	Health Insurance	64,460	34,921	47,860
01-05160-1300	Retirement	28,710	22,894	25,210
01-05160-1400	Workers' Compensation	5,190	5,182	4,740
01-05160-1500	Unemployment Insurance	0	0	0
01-05160-1700	Education and Conferences	700	724	700
01-05160-1800	Employee Physicals	300	75	300
01-05160-2000	DOC: Laundry Services Allocation	(27,000)	(31,314)	(27,000)
01-05160-3700	Linens	13,750	15,941	13,750
01-05160-3900	Laundry Supplies and Expenses	25,000	22,514	25,000
01-05160-7000	Travel	100	0	100

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
01-05160-8200	Equipment Repair/Maintenance Contracts	4,400	3,500	4,400
01-05160-9700	New Equipment	610	0	610
01-05160-9900	Retiree Benefits	13,490	13,255	11,960
	<b>TOTAL LAUNDRY DEPARTMENT</b>	<b>431,800</b>	<b>313,856</b>	<b>371,050</b>
<b>HOUSEKEEPING DEPARTMENT</b>				
01-05170-0100	Executive Housekeeper's Salary	25,170	24,996	25,910
01-05170-0200	Porter Salary	89,670	48,118	50,490
	Porter Salary (Retirements)		0	39,950
01-05170-0300	Housekeeping Aides' Salaries	280,710	248,367	286,150
01-05170-0800	In Lieu of Health Benefit	4,000	2,500	6,000
01-05170-0900	Longevity Pay	2,200	2,203	2,400
01-05170-1000	Social Security (FICA)	28,470	22,789	29,170
01-05170-1100	Life Insurance	90	84	90
01-05170-1200	Health Insurance	132,660	122,242	128,970
01-05170-1300	Retirement	54,870	38,024	55,860
01-05170-1400	Workers' Compensation	7,180	7,177	7,940
01-05170-1500	Unemployment Insurance	0	0	0
01-05170-1700	Education and Conferences	900	904	900
01-05170-1800	Employee Physicals	300	75	300
01-05170-2900	Outside Services	31,950	26,579	31,950
01-05170-3900	Housekeeping Supplies and Expenses	41,800	34,978	41,800
01-05170-7000	Travel	100	0	100
01-05170-8200	Equipment Repair/Maintenance Contracts	5,000	2,007	5,000
01-05170-9700	New Equipment	5,560	1,194	5,560
01-05170-9800	Furnishings	4,060	5,012	5,450
01-05170-9900	Retiree Benefits	10,650	10,413	9,120
	<b>TOTAL HOUSEKEEPING DEPARTMENT</b>	<b>725,340</b>	<b>597,661</b>	<b>733,110</b>
<b>PHYSICIANS &amp; CONSULTANTS</b>				
01-05180-1700	Physician Education and Conferences	500	0	500
01-05180-2200	Physician Services	9,000	0	10,000
01-05180-2300	Pharmacist Services	7,000	3,783	7,000
01-05180-2400	Dentist Services	10,000	1,565	10,000
01-05180-3400	Mental Health Social Worker	7,200	6,300	7,200
01-05180-3600	Psychiatrist Services	19,200	0	100
	<b>TOTAL PHYSICIANS &amp; CONSULTANTS</b>	<b>52,900</b>	<b>11,648</b>	<b>34,800</b>
<b>ACTIVITIES DEPARTMENT</b>				
01-05191-0100	Activity Director Salary	70,090	70,089	73,180
01-05191-0200	Activity Aides' Salaries	333,100	295,623	318,080
01-05191-0800	In Lieu of Health Insurance	3,500	3,525	3,500
01-05191-0900	Longevity Pay	5,300	5,092	5,600
01-05191-1000	Social Security (FICA)	28,840	24,904	27,800
01-05191-1100	Life Insurance	90	78	90
01-05191-1200	Health Insurance	147,650	152,489	168,920
01-05191-1300	Retirement	40,330	33,142	35,820
01-05191-1400	Workers' Compensation	7,440	7,435	7,940
01-05191-1500	Unemployment Insurance	0	0	0
01-05191-1700	Education and Conferences	2,700	1,514	2,810
01-05191-1800	Employee Physicals	150	0	150
01-05191-2900	Chaplain Services	3,200	1,300	3,200
01-05191-3600	Beauty Shop Supplies	1,000	292	1,000
01-05191-3900	Activities Supplies and Expenses	12,000	6,227	12,000



**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
01-05191-6700	Advertising	450	0	450
01-05191-7000	Travel	200	0	300
01-05191-8200	Equipment Repair/Maintenance Contracts	100	0	100
01-05191-9700	New Equipment	1,100	917	1,000
01-05191-9900	Retiree Benefits	3,450	3,419	4,020
	<b>TOTAL ACTIVITIES DEPARTMENT</b>	<b>660,690</b>	<b>606,047</b>	<b>665,960</b>
	<b>SOCIAL SERVICES</b>			
01-05192-0100	Social Services Director's Salary	81,740	81,739	81,890
01-05192-0800	In Lieu of Health Benefit	2,000	2,000	2,000
01-05192-0900	Longevity Pay	1,100	1,100	1,100
01-05192-1000	Social Security (FICA)	6,060	6,478	6,510
01-05192-1100	Life Insurance	20	19	0
01-05192-1300	Retirement	10,640	10,925	11,450
01-05192-1400	Workers' Compensation	1,410	1,406	1,650
01-05192-1500	Unemployment Insurance	0	0	0
01-05192-1700	Education and Conferences	450	90	450
01-05192-3900	Social Services Supplies and Expenses	500	363	500
01-05192-7000	Travel	300	66	300
01-05192-9900	Retiree Benefits	6,150	5,994	6,200
	<b>TOTAL SOCIAL SERVICES</b>	<b>110,370</b>	<b>110,180</b>	<b>112,050</b>
	<b>PHYSICAL THERAPY</b>			
01-05193-0100	Restorative Aides' Salaries	86,660	46,937	88,430
01-05193-0200	Restorative Nurse	44,350	37,317	46,030
01-05193-0800	In Lieu of Health Insurance	10	0	10
01-05193-0900	Longevity Pay	900	922	1,000
01-05193-1000	Social Security (FICA)	9,220	5,948	9,340
01-05193-1100	Life Insurance	30	15	30
01-05193-1200	Health Insurance	47,030	35,708	55,110
01-05193-1300	Retirement	12,080	8,816	18,690
01-05193-1400	Workers' Compensation	2,390	2,388	2,620
01-05193-1500	Unemployment Insurance	0	0	0
01-05193-1700	Education and Conferences	800	181	800
01-05193-2300	Consultant Services	22,000	8,479	22,000
01-05193-3900	Physical Therapy Supplies and Expenses	800	487	800
01-05193-7000	Travel	300	0	300
01-05193-9700	Physical Therapy Equipment	750	46	750
	<b>TOTAL PHYSICAL THERAPY</b>	<b>227,320</b>	<b>147,244</b>	<b>245,910</b>
	<b>OCCUPATIONAL &amp; SPEECH THERAPY</b>			
01-05194-3900	OT Supplies and Expenses	700	0	700
01-05194-4000	Speech Supplies and Expenses	300	0	300
	<b>TOTAL OCCUPATIONAL &amp; SPEECH THERAPY</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>
	<b>GRANTS/COVID 19</b>			
01-05195-2000	COVID 19 Expenses	1,000	0	100
01-05195-2370	Covid 19 Testing	10	0	100
01-05195-2400	Grants and/or State & Federal Funds	10	0	10
01-05196-0000	ARPA Stipend	0	0	0
01-05196-1000	ARPA Stipend Payroll Tax	0	0	0
	<b>TOTAL GRANTS &amp; COVID 19</b>	<b>1,020</b>	<b>0</b>	<b>210</b>
	<b>TOTAL WS NURSING HOSPITAL</b>	<b>13,598,160</b>	<b>11,462,106</b>	<b>13,855,930</b>

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
<b>NURSING HOSPITAL SPECIALS</b>				
01-09256-9771	Raine Tubs (2)	21,000	21,000	0
	Dryer	0	0	15,000
01-09256-9772	Food Delivery System	32,100	32,187	0
01-09256-9773	CNHIP GOFERR - HVAC	2,400,000	0	2,400,000
	<b>TOTAL WSNH SPECIALS</b>	<b>2,453,100</b>	<b>53,187</b>	<b>2,415,000</b>
	<b>TOTAL WS NURSING HOSPITAL &amp; SPECIALS</b>	<b>16,051,260</b>	<b>11,515,294</b>	<b>16,270,930</b>

**BERLIN NURSING HOME**

<b>ADMINISTRATION</b>				
02-05600-0100	Skilled Administrator's Salary	235,050	232,667	145,400
02-05600-0200	Office Manager's Salary	76,130	76,132	82,100
02-05600-0300	Office Staff Salaries	264,300	255,844	254,070
	Office Staff Salaries (Retirements)			22,420
02-05600-0800	In Lieu of Health Benefit	4,000	4,000	4,000
02-05600-0900	Longevity Pay	3,200	2,200	3,400
02-05600-1000	Social Security (FICA)	39,050	36,341	35,820
02-05600-1100	Life Insurance	130	106	130
02-05600-1200	Health Insurance	116,250	107,831	117,665
02-05600-1300	Retirement	73,900	74,733	67,330
02-05600-1400	Workers' Compensation	3,790	3,785	3,680
02-05600-1500	Unemployment Insurance	0	0	0
02-05600-1700	Education and Conferences	2,200	4,649	25,200
02-05600-1900	Employee Recognition	7,300	4,527	6,380
02-05600-2000	Legal Services	5,000	1,890	5,000
02-05600-2100	Audit Services	10,190	9,111	10,860
02-05600-2300	Consultant Services	5,600	0	5,600
02-05600-2400	IT Contracted Services	206,970	206,964	213,000
02-05600-2410	IT Hardware/Equipment	14,700	13,498	47,000
02-05600-2500	Accounts Payable/Accounting Allocation	10,250	10,244	11,690
02-05600-3500	Dues and Licenses	6,700	6,633	7,170
02-05600-3600	Office Supplies	17,160	14,357	17,160
02-05600-3700	Subscriptions and Periodicals	1,110	876	1,110
02-05600-3800	Postage	3,730	3,311	3,730
02-05600-3900	Administration Supplies and Expenses	8,510	9,536	12,410
02-05600-6700	Advertising	2,500	0	1,000
02-05600-6800	Communications	45,500	41,808	31,650
02-05600-7000	Travel	6,910	4,019	6,850
02-05600-7500	Bad Debts/Allowance & Recovery	12,000	11,469	0
02-05600-8200	Equipment Repair/Maintenance Contracts	89,010	85,574	70,950
02-05600-9300	Liability Insurance	20,550	19,784	33,070
02-05600-9700	New Equipment	620	440	300
02-05600-9900	Retiree Benefits	8,900	8,836	9,570
	<b>TOTAL ADMINISTRATION</b>	<b>1,301,210</b>	<b>1,251,164</b>	<b>1,255,715</b>
<b>DEBT SERVICE</b>				
02-05610-9000	Principal: Long-Term Notes	91,260	91,302	93,600
02-05610-9200	Interest: Long-Term Notes	7,070	7,014	4,730
	<b>TOTAL DEBT SERVICE</b>	<b>98,330</b>	<b>98,316</b>	<b>98,330</b>

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>ASSESSMENTS</b>				
02-05620-3700	Provider Assessment	660,030	596,347	624,280
	<b>TOTAL ASSESSMENTS</b>	<b>660,030</b>	<b>596,347</b>	<b>624,280</b>
<b>DIETARY DEPARTMENT</b>				
02-05630-0100	Dietary Supervisor's Salary	81,880	81,842	81,890
02-05630-0200	Cooks' Salaries	198,290	182,694	206,990
02-05630-0300	Dietary Aides' Salaries	464,910	443,274	459,442
	Dietary Aides' Salaries (Retirements)			1,850
02-05630-0400	Assistant Dietary Supervisor's Salary	53,760	53,771	53,550
02-05630-0800	In Lieu of Health Benefit	8,350	5,695	5,250
02-05630-0900	Longevity Pay	9,100	7,998	9,100
02-05630-1000	Social Security (FICA)	58,680	55,585	58,290
02-05630-1100	Life Insurance	150	117	150
02-05630-1200	Health Insurance	203,350	186,743	264,200
02-05630-1300	Retirement	74,480	63,063	75,070
02-05630-1400	Workers' Compensation	14,250	14,242	16,080
02-05630-1500	Unemployment Insurance	0	0	0
02-05630-1700	Education and Conferences	800	238	900
02-05630-1800	Employee Physicals	500	195	600
02-05630-2300	Registered Dietitian	18,750	17,843	18,750
02-05630-3800	Dishes and Glassware	1,850	1,754	1,850
02-05630-3900	Dietary Supplies and Expenses	35,500	32,799	35,500
02-05630-5000	Food	333,120	300,720	333,120
02-05630-6200	Cooking Gas	2,800	2,425	2,590
02-05630-7000	Travel	1,060	826	1,200
02-05630-8200	Equipment Repair/Maintenance Contracts	7,000	2,863	7,100
02-05630-9700	New Equipment	1,880	514	3,300
02-05630-9900	Retiree Benefits	24,870	24,469	25,200
	<b>TOTAL DIETARY DEPARTMENT</b>	<b>1,595,330</b>	<b>1,479,669</b>	<b>1,661,972</b>
<b>NURSING DEPARTMENT</b>				
02-05640-0100	Director of Nursing Salary	102,720	102,911	105,800
02-05640-0200	Registered Nurses' Salaries	912,320	896,279	1,900,570
	Registered Nurses' Salaries (Retirements)			79,860
02-05640-0300	Licensed Practical Nurses' Salaries	267,100	302,569	194,030
02-05640-0400	Nursing Assistants' Salaries	1,468,160	1,403,309	2,944,400
02-05640-0500	Medication Nursing Assistant Salaries	559,870	558,782	265,340
02-05640-0800	In Lieu of Health Benefit	8,800	8,650	12,200
02-05640-0900	Longevity Pay	26,400	18,900	23,080
02-05640-1000	Social Security (FICA)	283,490	239,906	388,200
02-05640-1100	Life Insurance	800	285	810
02-05640-1200	Health Insurance	554,750	529,012	2,061,720
02-05640-1300	Retirement	267,200	209,257	260,560
02-05640-1400	Workers' Compensation	94,390	94,387	106,680
02-05640-1500	Unemployment Insurance	0	0	0
02-05640-1700	Education and Conferences	45,480	17,304	60,620
02-05640-1800	Employee Physicals	6,700	585	6,340
02-05640-2300	Contract Nurses	3,651,870	3,651,860	100,000
02-05640-3100	Medical and Surgical Supplies	201,290	201,288	181,700
02-05640-3900	Nursing Supplies and Expenses	18,200	12,225	27,400
02-05640-7000	Travel	3,200	3,340	3,840

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
02-05640-8200	Equipment Repair/Maintenance Contracts	44,040	23,141	30,080
02-05640-8800	Equipment Rental	10,400	7,302	10,400
02-05640-9700	New Equipment	10,550	9,676	44,450
02-05640-9900	Retiree Benefits	46,550	31,064	55,900
	<b>TOTAL NURSING DEPARTMENT</b>	<b>8,584,280</b>	<b>8,322,032</b>	<b>8,863,980</b>
	<b>HEALTH INFORMATION MANAGEMENT</b>			
02-05641-0200	Health Information Clerks	207,900	201,645	215,800
	Health Information Clerks (Retirements)			8,500
02-05641-0800	In Lieu of Health Benefit	2,000	2,000	2,000
02-05641-0900	Longevity Pay	3,700	2,400	3,800
02-05641-1000	Social Security (FICA)	14,940	14,546	16,270
02-05641-1100	Life Insurance	40	38	40
02-05641-1200	Health Insurance	78,030	68,854	74,460
02-05641-1300	Retirement	29,190	29,441	30,870
02-05641-1400	Workers' Compensation	430	426	560
02-05641-1500	Unemployment Insurance	0	0	0
02-05641-1700	Education and Conferences	700	0	700
02-05641-1800	Employee Physicals	450	0	430
02-05641-3600	Office Supplies	1,200	241	1,200
02-05641-7000	Travel	320	0	310
02-05641-8200	Equipment Repair/Maintenance Contracts	4,380	2,113	4,380
	<b>TOTAL HEALTH INFORMATION MGMT</b>	<b>343,280</b>	<b>321,704</b>	<b>359,320</b>
	<b>STAFF DEVELOPMENT</b>			
02-05642-0100	Staff Development Director's Salary	95,040	92,633	99,410
02-05642-0200	RN Staff	10	0	0
02-05642-0800	In Lieu of Health Insurance	10	0	0
02-05642-0900	Longevity Pay	700	700	800
02-05642-1000	Social Security (FICA)	7,130	6,903	7,460
02-05642-1100	Life Insurance	20	19	20
02-05642-1200	Health Insurance	16,850	14,462	18,390
02-05642-1300	Retirement	13,200	13,023	13,560
02-05642-1400	Workers' Compensation	1,700	1,699	1,940
02-05642-1500	Unemployment Insurance	0	0	0
02-05642-1700	In House Education	14,510	15,393	14,910
02-05642-2300	Consultant Services	1,500	590	1,500
02-05642-3800	Infection Control Expense	0	0	0
02-05642-3900	Staff Development Supplies & Expenses	1,280	1,080	1,040
02-05642-7000	Travel	880	345	1,120
02-05642-8200	Equipment Repair/Maintenance Contracts	200	0	200
02-05642-9700	New Equipment	7,830	5,461	200
02-05642-9900	Retiree Benefits	4,450	4,418	4,800
	<b>TOTAL STAFF DEVELOPMENT</b>	<b>165,310</b>	<b>156,728</b>	<b>165,350</b>
	<b>QUALITY MANAGEMENT</b>			
02-05643-0100	Quality Director's Salary	173,890	172,433	77,200
02-05643-0800	In Lieu of Health Insurance	10	0	0
02-05643-0900	Longevity Pay	1,500	1,500	0
02-05643-1000	Social Security (FICA)	13,020	11,617	5,340
02-05643-1100	Life Insurance	20	19	20
02-05643-1200	Health Insurance	27,310	27,196	29,420
02-05643-1300	Retirement	14,020	13,591	10,450

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
02-05643-1400	Workers' Compensation	3,110	3,111	1,500
02-05643-1500	Unemployment Insurance	0	0	0
02-05643-1700	Education and Conferences	400	0	400
02-05643-2300	Consultant Services	200	0	200
02-05643-3900	Quality Mgmt. Supplies and Expenses	1,420	1,598	1,420
02-05643-7000	Travel	420	22	420
02-05643-9900	Retiree Benefits	4,450	4,418	4,790
	<b>TOTAL QUALITY MANAGEMENT</b>	<b>239,770</b>	<b>235,505</b>	<b>131,160</b>
<b>PLANT OPERATIONS</b>				
02-05650-0200	Maintenance Salaries	43,330	32,091	49,240
02-05650-0800	In lieu of Health Insurance	0	0	10
02-05650-0900	Longevity Pay	100	379	1,100
02-05650-1000	Social Security (FICA)	3,890	2,484	3,850
02-05650-1400	Workers' Compensation	910	904	980
02-05650-1500	Unemployment Insurance	0	0	0
02-05650-1700	Education and Conferences	100	0	500
02-05650-1800	Employee Physicals	310	610	340
02-05650-2800	Bio Hazardous Waste Disposal	1,350	1,264	1,350
02-05650-2900	Outside Services	44,070	44,062	40,000
02-05650-3900	Plant Supplies and Expenses	14,800	14,979	16,800
02-05650-6100	Electricity	87,220	83,872	90,000
02-05650-6300	Water	34,000	31,886	36,000
02-05650-6400	Sewer	48,670	46,915	54,000
02-05650-6500	Fuel	53,830	53,825	48,380
02-05650-6600	Propane	40,800	36,496	55,450
02-05650-7000	Travel	800	779	1,200
02-05650-7900	Vehicle Supplies and Expenses	7,200	6,319	6,400
02-05650-8100	Building Repairs	20,000	15,764	20,000
02-05650-8200	Equipment Repair/Maintenance Contracts	27,770	22,033	22,010
02-05650-8400	Snow Removal	12,150	12,150	10,000
02-05650-9300	Property Insurance	7,550	8,379	14,010
02-05650-9700	New Equipment	5,340	3,773	10,870
	<b>TOTAL PLANT OPERATIONS</b>	<b>454,190</b>	<b>418,966</b>	<b>482,490</b>
<b>LAUNDRY DEPARTMENT</b>				
02-05660-0200	Laundry Aides' Salaries	284,580	253,109	260,810
02-05660-0800	In Lieu of Health Benefit	1,600	1,200	1,600
02-05660-0900	Longevity Pay	7,900	5,470	7,700
02-05660-1000	Social Security (FICA)	20,470	18,696	21,180
02-05660-1100	Life Insurance	40	32	40
02-05660-1200	Health Insurance	73,880	72,889	84,760
02-05660-1300	Retirement	15,350	15,374	12,880
02-05660-1400	Workers' Compensation	5,210	5,209	5,740
02-05660-1500	Unemployment Insurance	0	0	0
02-05660-1700	Education and Conferences	200	0	200
02-05660-1800	Employee Physicals	1,750	0	1,750
02-05660-3700	Linens	22,720	22,720	17,320
02-05660-3900	Laundry Supplies and Expenses	11,030	10,283	12,130
02-05660-6200	Gas for Dryers	20,560	9,119	23,460
02-05660-7000	Travel	100	0	100
02-05660-8200	Equipment Repair/Maintenance Contracts	6,600	4,781	3,750
02-05660-9700	New Equipment	3,000	2,678	3,610
	<b>TOTAL LAUNDRY DEPARTMENT</b>	<b>474,990</b>	<b>421,559</b>	<b>457,030</b>

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>HOUSEKEEPING DEPARTMENT</b>				
02-05670-0100	Environmental Services Manager	89,370	89,364	83,890
02-05670-0200	Porter Salaries	283,900	284,101	264,900
02-05670-0300	Housekeeping Aides' Salaries	278,680	219,575	227,410
02-05670-0400	Environmental Services Asst. Manager	76,180	72,651	76,180
02-05670-0800	In Lieu of Health Benefit	5,600	6,000	5,600
02-05670-0900	Longevity Pay	10,600	8,791	10,800
02-05670-1000	Social Security (FICA)	54,380	49,401	48,370
02-05670-1100	Life Insurance	130	122	130
02-05670-1200	Health Insurance	165,670	162,239	178,520
02-05670-1300	Retirement	44,490	48,097	44,280
02-05670-1400	Workers' Compensation	13,110	13,109	14,520
02-05670-1500	Unemployment Insurance	0	0	0
02-05670-1700	Education and Conferences	200	75	200
02-05670-1800	Employee Physicals	1,950	65	1,960
02-05670-3900	Housekeeping Supplies and Expenses	53,300	52,647	53,300
02-05670-7000	Travel	100	0	100
02-05670-8200	Equipment Repair/Maintenance Contracts	2,050	1,459	2,050
02-05670-9700	New Equipment	3,000	958	8,000
02-05670-9800	Furnishings	16,800	16,582	8,000
	<b>TOTAL HOUSEKEEPING DEPARTMENT</b>	<b>1,099,510</b>	<b>1,025,235</b>	<b>1,028,210</b>
<b>PHYSICIANS &amp; CONSULTANTS</b>				
02-05680-2200	Physician Services	506,000	353,762	520,000
02-05680-2300	Pharmacy Consultant	16,000	13,424	10,000
02-05680-2400	Medical Director	30,400	28,794	30,400
02-05680-2500	Dentist Services	15,740	11,641	15,740
02-05680-2600	Mental Health Services for Residents	16,500	13,226	16,500
02-05680-2700	Mental Health Consultant	700	0	700
	<b>TOTAL PHYSICIANS &amp; CONSULTANTS</b>	<b>585,340</b>	<b>420,847</b>	<b>593,340</b>
<b>ACTIVITIES DEPARTMENT</b>				
02-05691-0100	Activity Director's Salary	76,030	75,992	76,040
	Activity Director's Salary (Retirement)			41,210
02-05691-0200	Activity Aides' Salaries	287,570	287,637	346,020
	Activity Aides' Salaries (Retirement)			30,240
02-05691-0800	In Lieu of Health Benefit	3,000	4,000	4,000
02-05691-0900	Longevity Pay	6,740	6,737	7,200
02-05691-1000	Social Security (FICA)	26,490	26,001	27,200
02-05691-1100	Life Insurance	70	50	70
02-05691-1200	Health Insurance	104,840	111,951	127,970
02-05691-1300	Retirement	40,830	43,539	41,180
02-05691-1400	Workers' Compensation	6,580	6,580	9,750
02-05691-1500	Unemployment Insurance	0	0	0
02-05691-1700	Education and Conferences	1,160	431	1,600
02-05691-1800	Employee Physicals	360	0	440
02-05691-2300	Consultant Services	6,150	3,298	6,300
02-05691-2900	Chaplain Services	3,000	3,000	3,000
02-05691-3900	Activities Supplies and Expenses	15,420	11,754	14,240
02-05691-7000	Travel	670	409	660
02-05691-8200	Equipment Repair/Maintenance Contracts	200	0	200
02-05691-9700	New Equipment	1,050	1,044	4,630
	<b>TOTAL ACTIVITIES DEPARTMENT</b>	<b>580,160</b>	<b>582,422</b>	<b>741,950</b>

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>SOCIAL SERVICES</b>				
02-05692-0100	Social Services Salaries	227,290	213,917	232,630
02-05692-0800	In Lieu of Health Benefit	3,600	3,600	3,600
02-05692-0900	Longevity Pay	1,200	1,200	1,700
02-05692-1000	Social Security (FICA)	17,240	16,079	17,640
02-05692-1100	Life Insurance	40	31	40
02-05692-1200	Health Insurance	26,960	27,196	29,420
02-05692-1300	Retirement	22,690	23,046	22,710
02-05692-1400	Workers' Compensation	4,120	4,121	4,600
02-05692-1500	Unemployment Insurance	0	0	0
02-05692-1700	Education and Conferences	360	150	920
02-05692-1800	Employee Physicals	100	0	100
02-05692-3900	Social Services Supplies and Expenses	1,900	1,010	2,000
02-05692-7000	Travel	50	156	220
	<b>TOTAL SOCIAL SERVICES</b>	<b>305,550</b>	<b>290,506</b>	<b>315,580</b>
<b>PHYSICAL THERAPY</b>				
02-05693-0100	Restorative Aides' Salaries	108,370	85,614	105,180
02-05693-0200	Restorative Nurse	48,730	48,725	47,340
02-05693-0800	In Lieu of Health Benefit	2,000	2,000	2,000
02-05693-0900	Longevity Pay	2,360	2,434	2,520
02-05693-1000	Social Security (FICA)	11,590	10,050	11,010
02-05693-1100	Life Insurance	30	19	30
02-05693-1200	Health Insurance	43,840	31,070	47,070
02-05693-1300	Retirement	19,110	17,503	14,170
02-05693-1400	Workers' Compensation	2,910	2,903	3,260
02-05693-1500	Unemployment Insurance	0	0	0
02-05693-2300	Physical Therapy Consultant	4,000	0	3,850
02-05693-3900	Physical Therapy Supplies and Expenses	3,000	4,374	3,280
02-05693-8200	Equipment Repair/Maintenance Contracts	200	0	200
	<b>TOTAL PHYSICAL THERAPY</b>	<b>246,140</b>	<b>204,691</b>	<b>239,910</b>
<b>OCCUPATIONAL THERAPY</b>				
02-05694-2300	Consultant Services	4,000	0	3,850
02-05694-3900	OT Supplies and Expenses	2,000	1,375	2,000
02-05694-8200	Equipment Repair/Maintenance Contracts	100	392	100
02-05694-9700	New Equipment	1,300	1,199	0
	<b>TOTAL OCCUPATIONAL THERAPY</b>	<b>7,400</b>	<b>2,966</b>	<b>5,950</b>
<b>SPEECH CONSULTANT</b>				
02-05698-2300	Speech Contracted Services	1,600	0	2,380
	<b>TOTAL SPEECH CONSULTANT</b>	<b>1,600</b>	<b>0</b>	<b>2,380</b>
<b>GRANTS/COVID 19</b>				
02-06000-0000	Long Term Care Stabilization Program	0	0	0
02-06000-1000	LTC Stabilization Program Payroll Tax	0	0	0
02-06000-1500	LTCS Program Payment-Contract Staff	0	0	0
02-06000-2000	Covid19 Expenses	10	0	0
02-06000-2010	Covid 19 Testing	20,000	0	100

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
02-06100-3000	Grants and/or State & Federal Funds	10	0	10
02-06200-0000	ARPA Stipend Payroll	0	0	0
02-06200-1000	ARPA Stipend Payroll Tax	0	0	0
	<b>TOTAL GRANTS/COVID 19</b>	<b>20,020</b>	<b>0</b>	<b>110</b>
	<b>TOTAL BERLIN NURSING HOME</b>	<b>16,762,440</b>	<b>15,828,659</b>	<b>17,027,057</b>

**NURSING HOME SPECIALS**

02-09258-9746	Car	0	0	0
02-09258-9762	CNHIP GOFERR - Propane Tank Project	2,594	2,594	0
02-09258-9763	Alladin Tray Delivery Carts (2)	0	0	0
02-09258-9764	Boiler	0	0	0
02-09258-9765	Video Camera Security System	0	0	0
02-09258-9766	Air Conditioner for Kitchen	18,350	16,236	0
02-09258-9767	ARPA-New Entrance engineer fee-BNH	1,500	0	0
02-09258-9768	Ice Machine for the floors	8,400	7,667	0
02-09258-9769	CNHIP GOFERR - Oil Tank	16,330	16,189	0
02-09258-9770	CNHIP GOFERR - Windows	350,930	49,647	0
02-09258-9771	CNHIP GOFERR - North Entrance	100,026	0	45,000
02-09258-9772	CNHIP GOFERR - Furnishings	35,606	35,601	0
02-09258-9773	CNHIP GOFERR - Window Treatments	28,800	28,698	0
02-09258-9774	CNHIP GOFERR - Washing Machines	51,441	51,441	0
02-09258-9775	CNHIP GOFERR - Dryers	26,095	26,095	0
02-09258-9776	CNHIP GOFERR - Bathing Units	103,800	103,700	0
02-09258-9777	CNHIP GOFERR - Fire Panel	25,092	25,092	0
02-09258-9778	CNHIP GOFERR - Nurse Call System	66,608	66,690	0
02-09258-9779	CNHIP GOFERR - Hot Water System	50,000	49,320	0
02-09258-9780	CNHIP GOFERR - Flooring	82,278	82,269	0
02-09258-9781	CNHIP GOFERR - In-Rm PT Transfer Dev	209,641	209,641	0
02-09258-9782	Facility Generator	125,000	0	0
	Built in Wardrobes	0	0	71,750
	<b>TOTAL CCNH SPECIALS</b>	<b>1,302,490</b>	<b>770,880</b>	<b>116,750</b>
	<b>TOTAL BERLIN NURSING HOME &amp; SPECIALS</b>	<b>18,064,930</b>	<b>16,599,539</b>	<b>17,143,807</b>

**COUNTY**

**COUNTY ADMINISTRATION**

03-04100-0100	Commissioners' Salaries	26,350	26,350	26,350
03-04100-0200	Administrative Assistant	31,840	29,395	29,900
03-04100-0300	County Administrator	167,930	167,806	142,910
03-04100-0500	Human Resource Coordinator	67,420	67,798	69,430
03-04100-0600	HR Generalist	26,440	26,101	77,740
03-04100-0800	In Lieu of Health Insurance	2,000	2,000	3,000
03-04100-0900	Longevity Pay	520	532	520
03-04100-1000	Social Security (FICA)	25,020	23,435	25,780
03-04100-1100	Life Insurance	300	123	300
03-04100-1200	Health Insurance	35,510	32,245	84,680
03-04100-1300	Retirement	32,370	30,668	42,820
03-04100-1400	Workers' Compensation	750	738	850
03-04100-1500	Unemployment Insurance	0	0	0



**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

				FY 2024
ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
03-04100-1700	Education & Conferences	5,000	2,653	7,000
03-04100-2000	Outside Legal Services	35,000	23,021	65,000
03-04100-2400	IT Contracted Services	25,200	25,199	28,000
03-04100-2410	IT Hardware/Equipment	8,000	123	10,000
03-04100-2600	Human Resources/Payroll Allocation	(51,950)	(51,948)	(112,820)
	Professional Services	0	0	10,000
03-04100-3600	Office Supplies	6,000	4,582	6,000
03-04100-3800	Postage	1,500	495	1,500
03-04100-3900	Administrative Supplies & Expense	18,850	13,638	10,000
03-04100-6700	Advertising	4,300	4,203	7,500
03-04100-6800	Communications	13,650	13,645	6,000
03-04100-7000	Employees' Travel & Expense	4,000	2,674	4,000
03-04100-7100	Commissioners' Travel & Expense	48,000	30,109	40,000
03-04100-9300	Liability Insurance	760	663	1,010
	Vehicle Expenses	0	0	1,500
	County Conference Hosting	0	0	10,000
	Website Design and Maintenance	0	0	5,000
03-04100-9700	New Equipment	3,000	3,433	3,000
03-04100-9900	Retirees	13,060	12,997	13,860
<b>TOTAL COUNTY ADMINISTRATION</b>		<b>550,820</b>	<b>492,679</b>	<b>620,830</b>
<b>COUNTY TREASURER</b>				
03-04101-0100	Treasurer's Salary	5,000	5,000	5,000
03-04101-0200	Deputy Treasurer Salary	300	0	300
03-04101-1000	Social Security (FICA)	390	382	390
03-04101-1400	Workers' Compensation	20	11	20
03-04101-3900	Treasurer Supplies & Expense	1,500	1,488	1,500
03-04101-7000	Treasurer Travel & Expense	3,500	589	3,500
03-04101-9400	Fidelity Bonds	20	11	20
<b>TOTAL COUNTY TREASURER</b>		<b>10,730</b>	<b>7,482</b>	<b>10,730</b>
<b>COUNTY FINANCE</b>				
03-04102-0100	Finance Officer	124,330	121,876	124,550
03-04102-0200	Accounting Staff	178,920	173,422	277,110
03-04102-0800	In Lieu of Health Benefit	10	0	10
03-04102-0900	Longevity Pay	2,100	2,116	2,200
03-04102-1000	Social Security (FICA)	23,870	20,205	30,160
03-04102-1100	Life Insurance	70	77	70
03-04102-1200	Health Insurance	96,480	94,421	147,430
03-04102-1300	Retirement	42,020	38,655	59,630
03-04102-1400	Workers' Compensation	600	591	980
03-04102-1500	Unemployment Insurance	0	0	0
03-04102-1700	Education & Conferences	830	250	2,000
03-04102-2100	Audit Services	6,190	5,472	6,520
03-04102-2200	Actuarial Attestation - OPEB	5,000	4,995	3,500
03-04102-2300	IT Contracted Services	22,910	22,902	25,000
03-04102-2310	IT Hardware/Equipment	3,000	521	10,000
03-04102-2400	Payroll/Accounting Allocation	(67,530)	(67,528)	(68,370)
03-04102-2500	Accounts Payable/Accounting Allocation	(71,700)	(71,700)	(81,820)
03-04102-2600	Sheriff Office Allocation	(18,000)	0	0
03-04102-2900	Professional Services	23,350	23,338	40,000
03-04102-3600	Office Supplies & Expense	6,500	6,074	6,500
03-04102-3800	Postage	2,000	2,417	2,500

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
03-04102-6800	Communications	12,700	12,695	7,400
03-04102-7000	Employee Travel & Expense	200	812	2,500
03-04102-8200	Equipment Repair/Maintenance Contracts	28,350	28,347	30,000
03-04102-9300	Liability Insurance	650	681	1,240
03-04102-9700	New Equipment	1,000	1,027	3,000
03-04102-9701	Covid 19 Expenses	0	0	0
	<b>TOTAL COUNTY FINANCE</b>	<b>423,850</b>	<b>421,665</b>	<b>632,110</b>
<b>COUNTY REPORT</b>				
03-04103-6700	Printing Expense	2,590	2,334	2,340
	<b>TOTAL COUNTY REPORT</b>	<b>2,590</b>	<b>2,334</b>	<b>2,340</b>
<b>COUNTY ATTORNEY</b>				
03-04110-0100	Attorney's Salary	100,000	100,000	100,000
03-04110-0200	Deputy/Assistant Attorney Salaries	150,350	135,849	152,280
03-04110-0300	Legal Secretary/Assistant Salaries	70,100	67,797	70,160
03-04110-0400	Investigator/Discover Coordinator	8,220	4,396	19,260
03-04110-0800	In Lieu of Health Benefit	4,000	4,000	5,200
03-04110-0900	Longevity Pay	1,200	1,200	1,200
03-04110-1000	Social Security (FICA)	20,610	23,625	21,770
03-04110-1100	Life Insurance	20	20	20
03-04110-1200	Health Insurance	28,030	7570.62	15,630
03-04110-1300	Retirement	43,000	42,547	43,790
03-04110-1400	Workers' Compensation	720	703	800
03-04110-1500	Unemployment Insurance	0	0	0
03-04110-1700	Education and Conferences	4,000	0	2,000
03-04110-2300	Contracted Services	15,000	5,195	20,000
03-04110-2400	IT Contracted Services	8,400	7,832	8,300
03-04110-2410	IT Hardware/Equipment	2,400	1,558	6,500
03-04110-3600	Office Supplies	5,500	5,947	7,500
03-04110-3700	Dues and Subscriptions	1,780	2,214	2,300
03-04110-3800	Postage	1,200	1,188	1,200
03-04110-3900	Attorney Supplies and Expenses	3,000	809	3,000
03-04110-6800	Communications	9,000	7,378	7,000
03-04110-7000	Travel	4,000	2,457	6,000
03-04110-8200	Equipment Repair/Maintenance Contracts	3,500	4,378	3,500
03-04110-8800	Office Rent	19,240	19,236	19,240
03-04110-9300	Property Liability Insurance	700	741	1,260
03-04110-9800	Law Library	3,600	3,422	3,600
03-04112-0000	ARPA Stipend	0	0	0
03-04112-1000	ARPA Stipend Payroll Tax	0	0	0
	<b>TOTAL COUNTY ATTORNEY</b>	<b>507,570</b>	<b>450,064</b>	<b>521,510</b>
<b>VICTIM/WITNESS ADVOCACY PROGRAM</b>				
03-04111-0100	Program Coordinator's Salary	47,700	47,828	48,540
03-04111-0200	Clerk Salary	14,560	13,399	14,590
03-04111-0800	In Lieu of Health Benefit	2,800	3,500	2,800
03-04111-1000	Social Security (FICA)	4,830	4,968	4,890
03-04111-1100	Life Insurance	20	23	20
03-04111-1200	Health Insurance	0	0	0
03-04111-1300	Retirement	8,590	8,489	8,540
03-04111-1400	Workers' Compensation	140	133	150
03-04111-1500	Unemployment Insurance	0	0	0

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

		<b>FY 2024</b>		
<b>ACCOUNT #</b>	<b>DESCRIPTION</b>	<b>FY 2023 BUDGET</b>	<b>12/31/2023 ACTUALS</b>	<b>PROPOSED BUDGET</b>
03-04111-1700	Education and Conferences	4,500	962	4,500
03-04111-2300	Contracted Services	2,000	0	2,000
03-04111-2400	IT Contracted Services	6,800	6,529	7,400
03-04111-2410	IT Hardware/Equipment	1,200	0	5,400
03-04111-3600	Office Supplies	2,000	228	2,000
03-04111-3700	Dues/Licenses/Subscriptions	50	0	50
03-04111-3800	Postage	1,050	564	1,050
03-04111-6800	Communications	3,000	2,538	3,000
03-04111-7000	Travel	2,000	420	2,000
	Witness Travel Expense	0	0	0
03-04111-8200	Equipment Rental and Repair	100	0	100
03-04111-8800	Office Rent	4,070	4,070	4,070
03-04111-9300	Property Liability Insurance	210	187	300
	<b>TOTAL VICTIM/WITNESS ADVOCACY</b>	<b>105,620</b>	<b>93,838</b>	<b>111,400</b>
 <b>REGISTER OF DEEDS</b>				
03-04120-0100	Register's Salary	55,000	55,000	55,000
03-04120-0200	Clerks' Salaries	70,820	39,991	71,890
03-04120-0300	Deputy Register's Salary	49,150	46,982	47,860
03-04120-0800	In Lieu of Health Benefit	4,000	3,500	4,000
03-04120-0900	Longevity Pay	700	700	900
03-04120-1000	Social Security (FICA)	13,270	10,877	13,210
03-04120-1100	Life Insurance	30	19	30
03-04120-1200	Health Insurance	54,620	13,188	15,630
03-04120-1300	Retirement	23,410	16,864	22,960
03-04120-1400	Workers' Compensation	370	363	440
03-04120-1500	Unemployment Insurance	0	0	0
03-04120-1700	Education and Conferences	700	325	700
03-04120-2500	Secure Data Storage System	12,400	12,400	12,400
03-04120-3500	Record Books	0	0	0
03-04120-3600	Office Supplies and Expenses	3,800	2,131	3,500
03-04120-3800	Postage	3,500	1,200	3,000
03-04120-6800	Communications	2,400	2,126	2,500
03-04120-6900	Internet On-Line Service	8,400	8,400	8,400
03-04120-7000	Travel	1,500	489	1,200
03-04120-8200	Book Repair and Reproduction	9,000	8,895	9,000
03-04120-8700	Office Rent	27,170	27,162	27,270
03-04120-8800	Equipment Maintenance and Lease	20,610	20,096	20,610
03-04120-9300	Property Liability Insurance	380	390	730
03-04120-9800	Index Processing	23,800	19,356	22,000
03-04120-9900	Microfilm	2,000	1,834	2,000
	<b>TOTAL REGISTER OF DEEDS</b>	<b>387,030</b>	<b>292,290</b>	<b>345,230</b>
 <b>SHERIFF'S DEPARTMENT</b>				
03-04140-0100	Sheriff's Salary	64,000	64,000	64,000
03-04140-0200	Clerk's Salary	51,410	51,409	18,460
03-04140-0300	Deputy Special Details	38,650	38,358	50,000
03-04140-0400	Deputy Transportation Salaries	118,510	111,539	141,510
03-04140-0401	Deputy Full Time	267,960	267,035	277,650
	Deputy Full Time (Retirement)			59,300
03-04140-0402	Deputy Overtime	14,500	13,803	0
03-04140-0405	Deputy StoneGarden Salaries	32,300	9,967	20,000
03-04140-0600	Deputy Court Attendance Salaries	131,300	131,291	155,000

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
03-04140-0700	Deputy Civil Process/On-Call	25,500	24,425	36,000
03-04140-0701	Deputy OHRV Patrols	7,300	7,395	19,200
03-04140-0702	Deputy OHRV Patrols Grant	8,480	7,335	10,000
03-04140-0703	Deputy Forest Management	25,400	22,080	30,000
03-04140-0800	Deputy Forest Patrol Salaries	15,520	14,533	18,000
03-04140-0801	Deputy Drug Task Force Salary	60,000	59,488	60,000
03-04140-0850	In Lieu of Health Insurance	2,000	1,000	2,000
03-04140-0900	Longevity Pay	1,300	1,412	1,300
03-04140-1000	Social Security (FICA)	24,500	24,868	25,000
03-04140-1100	Life Insurance	40	24	40
03-04140-1200	Health Insurance	52,660	52,643	67,970
03-04140-1300	Retirement	104,940	102,505	95,000
03-04140-1400	Workers' Compensation	14,510	14,508	16,660
03-04140-1500	Unemployment Insurance	0	0	0
03-04140-1700	Officer Training Materials	6,000	3,454	6,000
03-04140-2300	Contracted Services	1,600	1,985	20,000
03-04140-2400	IT Contracted Services	17,400	17,771	18,140
03-04140-2410	IT Hardware/Equipment	600	181	8,000
03-04140-2420	Finance/Sheriff Allocation	18,000	0	0
03-04140-2900	Other Services: Extradition	0	0	1,000
03-04140-3500	Dues and Fees	8,000	6,476	11,000
03-04140-3600	Office Supplies	4,000	4,283	4,000
03-04140-3700	Gasoline	35,000	33,128	35,000
03-04140-3800	Postage	400	359	1,500
03-04140-3900	Other Supplies and Expenses	3,500	3,612	3,000
03-04140-4200	Prisoner Transportation Expenses	1,500	1,009	1,500
03-04140-4300	Deputy Training Expenses	3,000	3,216	3,000
03-04140-4500	Deputy Court Attendance Expenses	39,350	39,347	30,000
03-04140-4800	Deputy OHRV Expenses	3,000	2,998	6,000
03-04140-5200	Uniforms	9,500	9,430	8,000
03-04140-6800	Communications	12,000	11,799	12,000
03-04140-7000	Travel	700	902	7,000
03-04140-8100	Vehicle Purchase	57,300	52,279	54,000
03-04140-8200	Vehicle Repair	26,000	29,701	30,000
03-04140-8300	Equipment Repair/Maintenance Contracts	500	480	1,000
03-04140-8700	Rent	15,720	15,713	16,510
03-04140-9300	Property Liability Insurance	1,890	2,064	3,750
03-04140-9700	New Equipment	20,000	19,875	31,600
<b>TOTAL SHERIFF'S DEPARTMENT</b>		<b>1,345,740</b>	<b>1,279,679</b>	<b>1,479,090</b>
 <b>SHERIFF'S GRANTS</b>				
03-04141-0000	Sheriff -1st Responder Covid19 Stipend	0	0	0
03-04141-1000	Sheriff -1st RCSP-Payroll Tax	0	0	0
03-04141-5300	Grant Equipment	18,010	18,000	25,000
03-04142-0000	ARPA Stipend	0	0	0
03-04142-1000	ARPA Stipend	0	0	0
<b>TOTAL SHERIFF'S GRANTS</b>		<b>18,010</b>	<b>18,000</b>	<b>25,000</b>
 <b>MEDICAL REFEREES</b>				
03-04150-2400	Medical Referees' Services	22,500	17,200	20,000
<b>TOTAL MEDICAL REFEREES</b>		<b>22,500</b>	<b>17,200</b>	<b>20,000</b>

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>STATE ASSISTANCE PROGRAMS</b>				
03-04193-5200	Home and Community Based Care	1,174,760	607,698	1,500,000
03-04193-5600	Intermediate Nursing Care	5,018,190	5,018,181	4,750,000
	<b>TOTAL STATE ASSISTANCE PROGRAMS</b>	<b>6,192,950</b>	<b>5,625,879</b>	<b>6,250,000</b>
<b>CORRECTIONS DEPARTMENT</b>				
03-06100-0100	Superintendent's Salary	115,590	111,252	115,930
03-06100-0201	Lieutenant Salary	0	0	55,760
03-06100-0300	Sergeants' Salaries	263,760	258,198	252,140
03-06100-0400	Correctional Officers' Salaries	415,020	398,364	481,860
03-06100-0500	Corporals' Salaries	330,370	324,598	229,220
03-06100-0550	Grounds Maintenance	33,000	28,119	50,030
03-06100-0600	Training Salaries	2,000	0	0
03-06100-0700	Medical Services Nurses	242,170	251,166	252,120
	Medical Services Nurses - Resignation	0	0	
03-06100-0800	In Lieu of Health Benefit	16,500	13,125	14,000
03-06100-0900	Longevity Pay	16,100	7,805	9,200
03-06100-1000	Social Security (FICA)	35,570	36,079	36,620
03-06100-1100	Life Insurance	200	192	200
03-06100-1200	Health Insurance	198,510	196,608	310,390
03-06100-1300	Retirement	424,470	383,197	427,950
03-06100-1400	Workers' Compensation	25,520	25,515	32,900
03-06100-1500	Unemployment Insurance	0	0	0
03-06100-1600	Employee Meals	26,000	22,063	25,000
03-06100-1700	Education and Conferences	3,000	2,468	1,500
03-06100-1800	Employee Physicals	400	75	400
03-06100-1900	Training Supplies and Expenses	7,320	7,318	6,000
03-06100-2000	Legal Services/Costs	1,000	240	3,000
03-06100-2200	IT Contracted Services	28,530	23,411	24,500
03-06100-2210	IT Hardware/Equipment	7,000	15,935	15,000
03-06100-2300	Physician Services	46,500	46,348	55,000
03-06100-2400	Nursing Services	500	0	100
03-06100-2500	Medical Services	63,500	32,183	60,000
03-06100-2550	Opioid Abatement Expenses	11,500	8,640	10,000
03-06100-2600	Psych/Rehab/Anger Programs	15,000	11,063	12,000
03-06100-2650	Case Management	8,500	6,675	5,000
03-06100-2700	Dental Services	2,500	570	2,500
03-06100-2800	Electronic Monitoring Service	1,500	511	1,500
03-06100-2900	Hospitalization	7,500	0	7,500
03-06100-3000	Laundry Services	31,600	31,314	30,000
03-06100-3100	Maintenance Services	13,500	13,822	13,500
03-06100-3200	Administration Services	8,000	8,625	8,000
03-06100-3600	Administrative Supplies	13,000	12,296	12,000
03-06100-3700	Publications	100	0	100
03-06100-3800	Inmate Clothing/Bedding	10,000	8,634	7,000
03-06100-3900	Corrections Supplies and Expenses	19,000	13,378	19,000
03-06100-4100	Inmate Pay	6,000	4,132	5,000
03-06100-5000	Food/Meals (Inmate Meals)	205,000	190,383	190,000
03-06100-5200	Uniforms	9,000	8,522	9,000
03-06100-5600	Prisoners: Other Institutions	55,000	68,260	40,000
03-06100-6100	Electricity	17,000	14,878	15,000
03-06100-6300	W.Stewartstown Water Dept. Expense	9,150	9,141	7,500

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
03-06100-6400	Sewer	5,000	4,868	5,000
03-06100-6500	Fuel	25,250	19,767	21,000
03-06100-6800	Communications	19,000	11,430	19,000
03-06100-7000	Travel	5,000	4,952	3,500
03-06100-7900	Vehicle Supplies and Expenses	3,700	3,039	3,000
03-06100-8100	Building Repairs/Maintenance	25,000	24,185	35,000
03-06100-8200	Equipment Repair/Maintenance Contracts	7,000	6,272	7,000
03-06100-9300	Property Liability Insurance	6,680	7,111	12,200
03-06100-9700	New Equipment	1,500	1,583	1,500
03-06100-9900	Retiree Benefits	36,970	35,136	35,940
<b>TOTAL CORRECTIONS DEPARTMENT</b>		<b>2,880,480</b>	<b>2,713,444</b>	<b>2,996,560</b>

**CORRECTIONS SPECIAL**

03-06190-0000	ARPA Stipend	0	0	0
03-06190-1000	ARPA Stipend Payroll Tax	0	0	0
03-06197-0000	1st Responder Covid 19 Stipend Program	0	0	0
03-06197-1000	1st RC19SP Payroll Tax	0	0	0
03-06197-1100	Covid Testing	0	0	0
03-06197-9705	Heating System DOC	300,000	8,821	300,000
03-06197-9707	Video Surveillance Equipment	40,000	38,423	0
<b>TOTAL CORRECTIONS SPECIALS</b>		<b>340,000</b>	<b>47,244</b>	<b>300,000</b>

**TOTAL CORRECTIONS & SPECIALS**

**3,220,480    2,760,688    3,296,560**

**LAND MANAGEMENT**

03-07100-2000	Legal Fees & Services	1,000	0	1,000
03-07100-8000	Other Expense	500	0	5,000
03-07100-8100	Building Repairs/Maintenance	2,500	0	2,500
03-07100-8300	Land Maintenance	3,000	1,293	10,000
03-07100-8500	Real Estate Taxes	6,000	4,075	6,000
03-07100-9300	Property Liability Insurance	430	477	800
03-07100-9900	Retiree Benefits	6,150	6,242	6,980
<b>TOTAL LAND MANAGEMENT</b>		<b>19,580</b>	<b>12,087</b>	<b>32,280</b>

**COUNTY ADMINISTRATIVE BUILDING**

03-08100-0100	Housekeeping Porter Salaries	9,480	8,975	9,690
03-08100-1000	Social Security (FICA)	460	687	750
03-08100-1400	Workers' Compensation	30	22	30
03-08100-1500	Unemployment Insurance	0	0	0
03-08100-6100	Electricity	2,000	1,535	1,600
03-08100-6500	Fuel	5,000	4,960	5,000
03-08100-8000	Other Expense	3,000	1,827	3,000
03-08100-8100	Building Repairs/Maintenance	7,000	4,952	7,000
03-08100-8400	Snow Removal	6,000	6,000	6,000
	Lower Parking Lot	0	0	100
	Security System	0	0	100
03-08100-9300	Property Liability Insurance	240	261	440
<b>TOTAL COUNTY ADMINISTRATIVE BUILDING</b>		<b>33,210</b>	<b>29,219</b>	<b>33,710</b>

**COOPERATIVE EXTENSION**

03-08360-2300	Contracted Services	235,960	235,961	241,860
<b>TOTAL COOPERATIVE EXTENSION</b>		<b>235,960</b>	<b>235,961</b>	<b>241,860</b>

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>COÖS COUNTY CONSERVATION DISTRICT</b>				
03-08400-0100	District Administrator Salary	37,800	38,434	38,930
	Assistant to District Administrator	0	0	13,420
03-08400-0800	In Lieu of Health Insurance	10	0	10
03-08400-1000	Social Security (FICA)	2,900	2,227	4,010
03-08400-1100	Life Insurance	10	10	10
03-08400-1200	Health Insurance	32,260	32,249	39,710
03-08400-1300	Retirement	5,220	5,299	5,270
03-08400-1400	Workers' Compensation	80	75	130
03-08400-1500	Unemployment Insurance	0	0	0
03-08400-1900	Education Workshops	1,000	0	1,000
03-08400-2000	Training	1,000	0	1,000
03-08400-7000	Travel	1,500	977	1,500
03-08400-9300	Property and Liability Insurance	120	121	210
03-08400-9900	Retiree Benefits	14,530	14,462	15,630
	<b>TOTAL CONSERVATION DISTRICT</b>	<b>96,430</b>	<b>93,853</b>	<b>120,830</b>
<b>DEBT SERVICE</b>				
03-09150-9200	Interest: Short-Term Notes	57,050	57,034	50,000
03-09160-9000	Principal: Long-Term Notes	47,830	47,822	48,850
03-09170-9000	Interest: Long-Term Notes	9,140	9,137	8,120
	<b>TOTAL DEBT SERVICE</b>	<b>114,020</b>	<b>113,994</b>	<b>106,970</b>
<b>COUNTY DELEGATION</b>				
03-09300-7400	Delegation Expenses	10,000	7,713	10,000
03-09300-7500	Contingency Fund	5,000	0	5,000
	<b>TOTAL COUNTY DELEGATION</b>	<b>15,000</b>	<b>7,713</b>	<b>15,000</b>
<b>OTHER SPECIAL APPROPRIATIONS</b>				
03-09401-5300	Senior Meals	17,000	17,000	17,000
03-09402-5300	Retired Senior Volunteer Program	17,000	17,000	17,000
03-09403-5300	Child Advocacy Center of Coös County	20,000	20,000	20,000
03-09405-5300	Response Program	6,000	6,000	8,000
03-09407-5300	Tri County Transit	36,000	36,000	36,000
03-09409-5300	Coös Economic Development Corp	45,000	45,000	75,000
03-09410-5300	Food Pantry Program	5,000	5,000	10,000
03-09411-5300	Funerals: County Assisted Person	4,500	0	2,000
03-09413-5300	Tyler Blaine House Homeless Program	10,000	10,000	10,000
03-09415-5300	Coös ServiceLink Resource Center	5,800	5,800	5,800
03-09416-5300	Energy Assistant Services Program	5,000	5,000	5,000
	CASA (Court Appointed Special Advocates of NH)	0	0	0
	<b>TOTAL OTHER SPECIAL APPROPRIATIONS</b>	<b>171,300</b>	<b>166,800</b>	<b>205,800</b>
<b>COUNTY SPECIALS</b>				
03-09450-5301	Reserve for 53rd Payroll	50,000	0	50,000
03-09450-5305	Operational/Feasibility Study	0	0	100,000
03-09450-5307	Cabling for Lancaster Facility	0	0	0
03-09450-5308	County Administration Building generator	0	0	0
03-09450-5309	ARPA-Heating System DOC	0	0	0
03-09450-5310	ARPA-New Windows BNH	0	0	0
03-09450-5311	ARPA-New Entrance engineer fee-BNH	0	0	0

**COÖS COUNTY  
BUDGET - APPROPRIATIONS**

ACCOUNT #	DESCRIPTION	FY 2024		
		FY 2023 BUDGET	12/31/2023 ACTUALS	PROPOSED BUDGET
03-09450-5312	ARPA-Cybersecurity Software & Training	0	0	0
03-09450-5313	ARPA Funds Audit/Administration Exp.	10,910	5,366	5,540
03-09450-5315	County Admin. Basement Meeting Room	100,000	78,214	100
03-09450-5316	Implementation of Finance/PR/HR Software	300,000	44,940	250,000
03-09450-5317	County Office Window Replacement	25,000	0	0
	<b>TOTAL COUNTY SPECIALS</b>	<b>485,910</b>	<b>128,520</b>	<b>405,640</b>
	<b>TOTAL COUNTY</b>	<b>13,959,300</b>	<b>12,249,946</b>	<b>14,476,890</b>
<b>FEDERAL FUNDS</b>				
05-08100-3700	CDBG: Public Facilities	500,000	0	500,000
05-08100-4000	CDBG: Community & Wellness Ctr Project	500,000	0	500,000
05-08100-4010	CDBG: Community Planning Grant	25,000	0	25,000
05-08100-4014	USDA: RBDG Coös Broadband	0	0	0
	<b>TOTAL FEDERAL FUNDS</b>	<b>1,025,000</b>	<b>0</b>	<b>1,025,000</b>
<b>COÖS COUNTY RECYCLING CENTER</b>				
07-09100-0100	Supervisor Salary	66,660	65,295	71,200
07-09100-0800	In Lieu of Health Benefit	2,500	2,250	2,500
07-09100-0900	Longevity Pay	900	929	1,000
07-09100-1000	Social Security (FICA)	980	984	1,050
07-09100-1300	Retirement	21,960	20,691	22,580
07-09100-1400	Workers' Compensation	1,400	1,631	1,700
07-09100-1500	Unemployment Insurance	60	0	60
07-09100-3700	Gasoline/Diesel	15,000	12,400	13,000
07-09100-3900	Recycling Supplies and Expenses	7,000	6,622	6,000
07-09100-4000	Commodity Disposal Fees	4,000	7,382	6,000
07-09100-6100	Electricity	3,500	2,118	3,500
07-09100-6500	Fuel	4,000	3,296	4,300
07-09100-6800	Communications	650	719	700
07-09100-7900	Equipment Repairs and Expenses	7,000	10,544	10,000
07-09100-8100	Building/Grounds Maintenance	7,000	8,521	7,000
07-09100-9300	Property Liability Insurance	480	660	1,120
07-09100-9704	Recycling Containers	25,950	25,950	22,600
07-09100-9708	Skid Steer Loader	0	0	0
	<b>TOTAL RECYCLING CENTER</b>	<b>169,040</b>	<b>169,993</b>	<b>174,310</b>
<b>TRANSFER STATION</b>				
08-09200-0100	Operator's Salary	22,340	28,476	24,680
08-09200-0900	Longevity Pay	850	478	440
08-09200-1000	Social Security (FICA)	1,710	2,215	1,960
08-09200-1400	Workers' Compensation	650	644	530
08-09200-1500	Unemployment Insurance	0	0	0
08-09200-3900	Transfer Station Supplies and Expenses	1,000	671	1,000
08-09200-6100	Electricity	1,200	849	1,200
08-09200-6500	Fuel	800	460	700
08-09200-6800	Communications	700	719	700
08-09200-9300	Property Liability Insurance	80	95	200
	<b>TOTAL TRANSFER STATION</b>	<b>29,330</b>	<b>34,605</b>	<b>31,410</b>
	<b>TOTAL APPROPRIATIONS</b>	<b>49,298,860</b>	<b>40,569,377</b>	<b>49,122,347</b>





# **BUDGET PROPOSAL**

## **REVENUES**

**COÖS COUNTY  
BUDGET - REVENUE**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>WEST STEWARTSTOWN NURSING HOSPITAL</b>				
<b>SERVICES TO RESIDENTS</b>				
01-05021-0000	Medicaid New Hampshire	3,168,200	3,254,987	4,212,650
01-05022-0000	Private Pay	876,000	794,389	616,000
01-05023-0000	Medicaid Other States	817,600	662,936	538,940
01-05035-0000	Bad Debt Write Off	0	(35,335)	0
	<b>TOTAL SERVICES TO RESIDENTS</b>	<b>4,861,800</b>	<b>4,676,977</b>	<b>5,367,590</b>
<b>SERVICES TO OTHERS</b>				
01-05040-0000	Sale of Meals: Employees	3,000	5,367	3,500
01-05041-0000	Sale of Meals: Guests	100	0	10
01-05042-0000	Beauty Salon Revenue	0	0	0
	<b>TOTAL SERVICES TO OTHERS</b>	<b>3,100</b>	<b>5,367</b>	<b>3,510</b>
<b>OTHER REVENUES</b>				
01-05049-0000	Misc. Revenues	0	150	10
01-05049-0001	Refunds: Prior Year Expense	100	2,172	10
01-05049-0002	Covid Testing Reimbursement	10	0	10
01-05049-0003	Rebates for Hydro Electricity	10	2,790	1,400
	<b>TOTAL OTHER REVENUES</b>	<b>120</b>	<b>5,111</b>	<b>1,430</b>
<b>QUALITY INCENTIVE PROGRAM</b>				
01-05050-0000	NH Quality Incentive Payment	920,000	977,922	940,000
	<b>TOTAL QUALITY INCENTIVE PROGRAM</b>	<b>920,000</b>	<b>977,922</b>	<b>940,000</b>
<b>SERVICES</b>				
01-05055-0000	Medicaid Proportional Payment	2,200,000	1,725,190	1,600,000
01-05061-0000	Grants and/or State & Federal Funds	10	0	10
01-05068-0000	ARPA	0	0	0
01-05070-0000	Trnsfr fr ARPA Reserve for Air/Heat Project	1,440,000	0	1,440,000
01-05071-0000	GOFERR HVAC Grant	960,000	0	960,000
01-05072-0000	USAC Grant	50,000	103,110	100,000
	<b>TOTAL SERVICES</b>	<b>4,650,010</b>	<b>1,828,300</b>	<b>4,100,010</b>
	<b>TOTAL WS NURSING HOSPITAL</b>	<b>10,435,030</b>	<b>7,493,677</b>	<b>10,412,540</b>

**BERLIN NURSING HOME**

<b>SERVICES TO RESIDENTS</b>				
02-05521-0000	Medicaid New Hampshire	5,023,910	5,091,402	5,023,910
02-05522-0000	Private Pay	1,000,000	754,364	1,000,000
02-05523-0001	Medicare A	900,000	1,098,531	900,000
02-05523-0002	Medicare B	377,600	260,181	377,600
02-05523-0003	Medicare Supplemental Insurance	235,900	185,685	235,900
	<b>TOTAL SERVICES TO RESIDENTS</b>	<b>7,537,410</b>	<b>7,390,163</b>	<b>7,537,410</b>

**COÖS COUNTY  
BUDGET - REVENUE**

ACCOUNT #	DESCRIPTION	FY 2023 BUDGET	12/31/2023 ACTUALS	FY 2024 PROPOSED BUDGET
<b>SERVICES TO OTHERS</b>				
02-05524-0000	Sale of Meals: Guests	2,160	531	2,150
02-05525-0000	Sale of Meals: Employees	8,920	45	8,900
	<b>TOTAL SERVICES TO OTHERS</b>	<b>11,080</b>	<b>576</b>	<b>11,050</b>
<b>OTHER REVENUES</b>				
02-05529-0000	Misc. Revenues	10	730	10
02-05529-0200	Rebates for Hydro Electricity	2,000	3,604	2,000
02-05531-0000	Sale of Equipment	10	0	10
02-05532-0000	Refunds: Prior Year Expense	10	3,780	10
02-05532-0001	Covid Testing Reimbursement	15,000	0	10
	<b>TOTAL OTHER REVENUES</b>	<b>17,030</b>	<b>8,113</b>	<b>2,040</b>
<b>QUALITY INCENTIVE PROGRAM</b>				
02-05550-0000	NH Quality Incentive Payment	1,390,000	1,390,587	1,350,000
	<b>TOTAL QUALITY INCENTIVE PRGRM</b>	<b>1,390,000</b>	<b>1,390,587</b>	<b>1,350,000</b>
<b>SERVICES</b>				
02-05055-0000	Medicaid Proportional Payment	1,600,000	1,970,824	1,750,000
02-05529-0100	CARES Act	10	0	0
02-05536-0000	Grants and/or State & Federal Funds	10	0	10
02-05537-0000	ARPA	0	0	0
02-05572-0000	USAC Grant	50,000	99,314	100,000
	<b>TOTAL SERVICES</b>	<b>1,650,020</b>	<b>2,070,138</b>	<b>1,850,010</b>
<b>CAPITAL PROJECTS</b>				
02-05581-0000	Transfer from ARPA for Windows	298,500	27,600	298,500
02-05582-0000	Transfer fr ARPA Reserve for New Entrance	1,500	0	1,500
02-05583-0000	Transfer from ARPA Unallocated	357,000	357,000	0
02-05584-0000	CNHIP GOFERR - Loan/Grant Income	477,820	312,545	300,000
02-05585-0000	Emergency Equipment Grant (Generator)	112,500	0	0
	<b>TOTAL CAPITAL PROJECTS</b>	<b>1,247,320</b>	<b>697,145</b>	<b>600,000</b>
	<b>TOTAL BERLIN NURSING HOME</b>	<b>11,852,860</b>	<b>11,556,723</b>	<b>11,350,510</b>
<b>COUNTY GOVERNMENT</b>				
<b>TAXES AND SERVICES</b>				
03-04001-0000	County Tax	16,313,460	16,313,460	17,904,377
	<b>TOTAL TAXES AND SERVICES</b>	<b>16,313,460</b>	<b>16,313,460</b>	<b>17,904,377</b>
<b>REGISTER OF DEEDS</b>				
03-04011-0000	Register of Deeds Fees	345,000	374,644	360,000
	<b>TOTAL REGISTER OF DEEDS</b>	<b>345,000</b>	<b>374,644</b>	<b>360,000</b>
<b>SHERIFF'S DEPARTMENT</b>				
03-04010-0000	Sheriff: Court Security	103,000	206,064	150,000
03-04012-0100	Sheriff: Service Contracts	10,000	27,075	28,000
03-04012-0300	Sheriff: Special Details	30,000	52,555	60,000

**COÖS COUNTY  
BUDGET - REVENUE**

ACCOUNT #	DESCRIPTION	FY 2023	12/31/2023	FY 2024
		BUDGET	ACTUALS	PROPOSED BUDGET
03-04014-0000	Sheriff: Juvenile Transports	5,000	0	1,500
03-04015-0000	Sheriff: Civil Process Fees	85,000	88,801	85,000
03-04017-0000	Sheriff: Sale of Equipment	5,000	314	5,000
03-04026-0000	Sheriff: Forest Management	30,000	30,000	30,000
03-04020-0000	Sheriff: Grants	171,160	101,131	90,000
03-04022-0000	Sheriff: OHRV Fines/Tickets	20,000	5,218	5,000
03-04025-0000	Sheriff - 1st Responder Covid 19 Stipend	10	0	0
	<b>TOTAL SHERIFF'S DEPARTMENT</b>	<b>459,170</b>	<b>511,158</b>	<b>454,500</b>
<b>VICTIM/WITNESS ADVOCACY PROGRAM</b>				
03-04013-0100	Victim/Witness Advocacy Program	40,500	43,020	40,500
	<b>TOTAL VICTIM/WITNESS ADVOCACY</b>	<b>40,500</b>	<b>43,020</b>	<b>40,500</b>
<b>COUNTY ATTORNEY</b>				
03-04013-0200	Prosecutor's Grant	14,000	8,230	14,000
03-04013-0400	Grants and/or State & Federal Funds	10	0	10
	<b>TOTAL COUNTY ATTORNEY</b>	<b>14,010</b>	<b>8,230</b>	<b>14,010</b>
<b>CORRECTIONS DEPARTMENT</b>				
03-06040-0000	Corrections: Board and Room	100	0	100
03-06041-0000	Corrections: Electronic Monitoring Fees	2,500	1,330	2,000
03-06043-0000	Corrections: Grants	10	0	100
03-06044-0000	Corrections: Rebate Hydro Electricity	500	697	500
03-06045-0000	Corrections: Inmate Reimbursement	0	0	0
03-06090-0000	Corrections: Miscellaneous Income	4,200	4,948	4,000
03-06191-0000	Corrections: FRC19 Stipend	10	0	0
	<b>TOTAL CORRECTIONS DEPARTMENT</b>	<b>7,320</b>	<b>6,975</b>	<b>6,700</b>
<b>LAND MANAGEMENT</b>				
03-07051-0000	Land Rental	7,500	9,176	9,400
03-07052-0000	Building Rental	1,730	1,296	1,730
	<b>TOTAL LAND MANAGEMENT</b>	<b>9,230</b>	<b>10,472</b>	<b>11,130</b>
<b>INVESTMENTS</b>				
03-09061-0000	Interest: Savings and CD's	40,000	240,927	175,000
03-09062-0000	Interest: Delinquent Taxes	100	417	250
	<b>TOTAL INVESTMENTS</b>	<b>40,100</b>	<b>241,344</b>	<b>175,250</b>
<b>OTHER REVENUES</b>				
03-09093-0000	Federal Lands: PILT	250,000	282,502	250,000
03-09097-0000	Refunds: Prior Year Expense	10,000	10,713	10,000
03-09098-0000	Miscellaneous Income	10,000	97,498	10,000
	Escheat	0	0	10,000
	Opioid Abatement Settlements	0	0	15,000
03-09099-0000	Surplus to Reduce Taxes	5,793,410	5,793,410	5,550,000
	<b>TOTAL OTHER REVENUES</b>	<b>6,063,410</b>	<b>6,184,123</b>	<b>5,845,000</b>
<b>REVENUES FROM GRANTS</b>				
03-04002-0000	Grants and/or State & Federal Funds	660,500	660,502	10
03-04002-0100	ARPA Funds Audit/Admin Fees	0	5,366	0
03-04002-0200	ARPA-HVAC Nursing Hospital	0		0

**COÖS COUNTY  
BUDGET - REVENUE**

ACCOUNT #	DESCRIPTION	FY 2023	12/31/2023	FY 2024
		BUDGET	ACTUALS	PROPOSED BUDGET
03-04002-0300	ARPA-Heating System DOC	0		0
03-04002-0400	ARPA-New Windows Nursing Home	0		0
03-04002-0500	ARPA-New Entrance engineer fee-Nursing Home	0		0
03-04002-0600	ARPA-Cybersecurity Software & Training	0	44,940	0
03-04002-0700	ARPA-DOC Stipends	0		0
03-04002-0800	Emergency Equipment Grant	161,000	209,223	0
03-04002-0900	Energy Efficiency Grant	25,000		75,000
03-04002-1000	USAC	10,000	32,989	10,000
	<b>TOTAL OTHER REVENUES</b>	<b>856,500</b>	<b>953,020</b>	<b>85,010</b>
<b>REVENUE FROM RESERVE FUNDS</b>				
03-04003-0100	Capital Reserve-Sheriff Weapons	0	0	0
03-04003-0200	Capital Reserve -Propane Tanks	0	0	0
03-04003-0300	Capital Reserve - Data Cabling	0	0	0
03-04003-0400	Capital Reserve - Nursing Home Car	0	0	0
03-09096-0000	Transfer funds from Facility Fund	10	0	10
03-09096-0100	Transfer funds from Reserve for Software	300,000	0	250,000
03-09096-0200	Transfer from Opioid Abatement Reserve	100,000	78,214	10,000
03-09096-0300	Transfer from ARPA Unallocated	550,000	550,000	50,000
03-09096-0400	Transfer from LATCF Reserve	360,500	360,500	600,000
03-09096-0500	Transfer fr ARPA Reserve for DOC Heating System	300,000	8,821	300,000
03-09096-0600	Transfer fr ARPA Reserve for Audits/Admin Fees	21,220	0	15,000
	<b>TOTAL RESERVE FUNDS TRANSFER</b>	<b>1,631,730</b>	<b>997,536</b>	<b>1,225,010</b>
	<b>TOTAL COUNTY GOVERNMENT</b>	<b>25,780,430</b>	<b>25,643,981</b>	<b>26,121,487</b>
<b>FEDERAL FUNDS</b>				
05-08010-0000	CDBG: Public Facilities	500,000	0	500,000
05-08012-0000	CDBG: Community & Wellness Center Prjct	500,000	0	500,000
05-08013-0000	CDBG: Community Planning Grant	25,000	0	25,000
05-08014-0000	USDA: RBDG Coos Broadboard	0	0	0
	<b>TOTAL FEDERAL FUNDS</b>	<b>1,025,000</b>	<b>0</b>	<b>1,025,000</b>
<b>COÖS COUNTY RECYCLING CENTER</b>				
07-09051-0000	Interest on Equipment Fund	0	513	0
07-09052-0000	Municipal Reimbursements	69,200	69,200	74,310
07-09053-0000	Transfer from Savings	0	0	0
07-09055-0000	Sale of Cardboard	0	15,754	0
07-09055-0001	Sale of Newspaper	0	0	0
07-09055-0003	Sale of Mixed Paper	0	0	0
07-09056-0000	Sale of Aluminum/Steel	0	15,960	0
07-09057-0000	Sale of Plastics	0	3,793	0
07-09058-0000	Sale of Returnables	0	33,997	0
07-09058-0002	Miscellaneous Income	0	5,000	0
07-09059-0000	Surplus to Reduce Municipal (Commodities)	99,840	99,840	100,000
	<b>TOTAL RECYCLING CENTER</b>	<b>169,040</b>	<b>244,056</b>	<b>174,310</b>
<b>TRANSFER STATION</b>				
08-09080-0000	Town Reimbursements	36,500	33,462	38,500
	<b>TOTAL TRANSFER STATION</b>	<b>36,500</b>	<b>33,462</b>	<b>38,500</b>
	<b>TOTAL REVENUES</b>	<b>49,298,860</b>	<b>44,971,899</b>	<b>49,122,347</b>

Coös County Delegation  
Quarterly Meeting  
February 27, 2023 at 10:00 a.m.  
North Country Resource Center  
629 Main Street Lancaster, NH

Present: Representatives Troy Merner, Chair; Arnold Davis, Vice Chair; Seth King; Henry Noël; Mike Ouellet; and James Tierney. Also, Present: Commissioners Raymond Gorman and Robert Théberge; County Administrator Jennifer Fish; Director of Finance Carrie Klebe; Nursing Hospital Administrator Laura Mills; Nursing Home Administrator Lynn Beede; Superintendent Ben Champagne, Sheriff Brian Valerino; Captain Keith Roberge, Administrative Assistant Linda Harris; Alex Ritchie, Attorney Greg Im (*zoom*); Ben Oglesby (*zoom*); Patrick Hackley, Director of Division of Forest and Lands; Chief Steven Sherman, Captain Adrian Reyes.

Chairman Merner opened the Delegation Meeting at 10:00 a.m. Representative Noël led the Pledge of Allegiance.

The roll was called by the Vice Chair, Representative Davis. There were six members present. Representatives Cascadden, Hatch and Kelley were not present.

*Review & Approval of the Minutes of the December 12, 2022, Organizational Meeting, and the December 16, 2022, meeting and public hearing, as distributed.* A motion was made by Representative Tierney, seconded by Representative Davis to approve the Minutes of the December 12, 2022, Organizational Meeting, and the December 16, 2022, meeting and public hearing, as distributed. The minutes were approved in the affirmative by voice vote.

*Hearing of the Public:*

- a. Patrick Hackley, Director of Division of Forest and Lands distributed information to the Delegation pertaining to the services that Forest and Lands provides to the Unincorporated Places as well as a breakdown of their budget request.

The Division of Forest & Lands focus on four items: forest protection, forestry, conservation easement and forest health. Forest and Lands requested \$68,663 for the 2023 budget. A quarterly report will be provided to the Commissioners.

Representative King asked what would happen if the request was denied. Director Hackley replied that other sources of funding would be researched, and a request would be submitted to the Executive Council. Representative Ouellet noted that the funds come from the Unincorporated Places timber tax revenue and not the county tax.

*Review & Approval of the Financial Statements of Coös County and of the Unincorporated Places for the period ended December 31, 2022:* Vice Chair Davis began the review of the Coös County financials. The total expenditures for the period ending December 31, 2022, were \$37,470,289 or 81% expended. There were no questions. A motion was made by Representative Tierney, seconded by Representative Noël to approve the total expenditures for the period ending December 31, 2022. The motion was approved by roll call 6-0.

The total revenues for the period ending December 31, 2022, were \$46,396,143 or 103% received. There were no questions. A motion was made by Representative Tierney, seconded by Representative Davis to approve the total revenues for the period ended December 31, 2022. The motion was approved by roll call 6-0.

Vice Chair Davis continued with the Unincorporated Places expenditures which totaled \$1,191,052. A motion was made by Representative Tierney, seconded by Representative Noël to approve the total expenditures for the period ended December 31, 2022. The motion was approved by roll call 6-0.

A motion was made by Representative Tierney, seconded by Representative King to approve the Unincorporated revenues for period ended December 31, 2022, in the amount of \$1,321,748. The motion was approved by roll call 6-0.

*Old Business:* There was no old business to discuss.

*New Business:*

- a. Approval of Ericka Canales as an alternate to the Coös County Planning Board per the Board of Commissioners' recommendation. A motion was made by Representative Davis, seconded by Representative Tierney to approve the Commissioners' recommendation to appoint Ericka Canales as an alternate to the Coös County Planning for a three-year term. The motion was approved in the affirmative by voice vote.
- b. Update on Municap Financial Plan: Ben Oglesby noted that minimal changes were made the copy distributed at the last meeting. Attorney Greg Im that they were ready to move forward with the next step which was the public hearing. He noted that the Commissioners have the authority to issue the bonds and financial plan but needs the Delegation's approval to do so. The Delegation must hold a public hearing and decide within 14 days. The vote to approve requires a majority presence with two-thirds vote in the affirmative. A motion was made by Representative Davis, seconded by Representative Ouellet to hold the public hearing on March 20, 2023 at 9:00 a.m. at the North Country Resource Center in Lancaster, NH. The motion was approved in the affirmative by voice vote.

Attorney Im added that the Board of Commissioners will require the same approvals as the Delegation. Commissioner Gorman stated that the Board would act at their March 8 meeting. Attorney Im stated that the approval will include, subject to Delegation approval.

- c. Approval of 2023-2025 AFSCME Collective Bargaining Agreement per Board of Commissioners' Recommendation. The County Administrator reported that financial items were negotiated and agreed upon with the union membership. The cost items were as follows:

ARTICLE	SUBJECT	FY23	FY24	FY25
14.1 Wages	2023 3% COLA wage increase effective January 1, 2023	\$127,950		
14.2 Wages	2024 3% COLA wage increase effective December 31, 2023		\$173,770	
14.3 Wages	2025 3% COLA wage increase effective December 29, 2024			\$222,060
20.5 Health Insurance	Flexible Spending Account contribution by County ended to stop FY24 & FY25	\$16,000	(\$16,000)	(\$16,000)
Appendix B	Shift Differential-Weekend pay	\$67,000	\$67,000	\$67,000
		\$210,950	\$224,770	\$273,060

A motion was made by Representative Tierney, seconded by Representative Noël to approve cost items of the 2023-2025 AFSCME Collective Bargaining Agreement as recommended by the Board of Commissioners. The motion was approved by roll call vote 6-0.

- 8. Subcommittee Reports: There were no reports.

9. Any other business: There was no other business.

10. Dates of upcoming meetings:

- Monday, March 20, 2023 Annual Budget Meeting @ 10 a.m.  
North Country Resource Center, Lancaster, NH
- Monday, May 1, 2023, Quarterly Meeting (first) @ 10 a.m.  
North Country Resource Center, Lancaster, NH

A motion was made by Representative King, seconded by Representative Tierney to adjourn at 11:23 a.m. The motion was approved in the affirmative.

Respectfully submitted,  
*Representative Arnold Davis*  
*Vice Chair*

Coös County Delegation  
Annual Meeting of the 2023 Proposed Budgets  
March 20, 2023 @ 10:00 a.m.  
North Country Resource Center - Lancaster, NH

Present: Representatives Troy Merner, Chair; Arnold Davis, Vice Chair; Corinne Cascadden, Clerk; Eamon Kelley; Seth King; Henry Noël; Mike Ouellet; and James Tierney. Also, Present: Commissioners Thomas Brady, Raymond Gorman, and Robert Théberge; County Administrator Jennifer Fish; Director of Finance Carrie Klebe; Sheriff Brian Valerino; Superintendent Ben Champagne; Nursing Hospital Administrator Laura Mills; Nursing Home Administrator Lynn Beede; Captain Keith Roberge; Register of Deeds Leon Rideout; Coös County Attorney John McCormick; County Treasurer Sue Collins; Heidi Barker, UNH Cooperative Extension; Director Patrick Hackley; Chief Steven Sherman, DNCR; Captain Adrian Reyes; Alex Ritchie (*zoom*); Attorney Greg Im (*zoom*); Ben Oglesby; David Eisenthal; Les Otten; Administrative Assistant Linda Harris; representatives of the various outside agencies and members of the press.

Chairman Merner called the meeting to order at 10:02 a.m. Chairman Kelley led the Pledge of Allegiance.

The roll was called by the Clerk, Representative Cascadden. There were eight members present. Representatives Hatch was excused.

*Review & Approval of the Minutes of the February 27, 2023, quarterly meeting, as distributed:* A motion was made by Representative Tierney, seconded by Representative Davis to approve the minutes of the February 27, 2023, quarterly meeting, as distributed. The motion was approved unanimously by voice vote.

*Resolution of Coös County Convention approving the County Commissioners' adoption of resolutions creating the Balsams Resort Redevelopment District and Adopting the Financial Plan for the District:* Rep. Kelley noted that the plan falls under RSA 33:20, which enables legislation that authorizes counties to establish redevelopment districts in the unincorporated places and authorizes the county to issue insurance bonds in the name of the county. A motion was made by Rep. Tierney, seconded by Rep. Noël to approve the resolutions as presented.

COÖS COUNTY, NEW HAMPSHIRE  
COUNTY CONVENTION  
RESOLUTION NO. 1

A RESOLUTION OF COÖS COUNTY CONVENTION APPROVING THE CREATION OF BALSAMS RESORT REDEVELOPMENT DISTRICT, THE ADOPTION OF THE FINANCING PLAN FOR THE DISTRICT, THE ISSUANCE OF BONDS FOR THE DISTRICT, THE IMPOSITION OF SPECIAL ASSESSMENTS WITHIN THE DISTRICT, AND ALL OTHER ACTIONS AND ACTIVITIES NECESSARY AND INCIDENTAL TO CARRY OUT THE FOREGOING



### RECITALS

**WHEREAS**, in accordance with NH RSA 33:20 (the “**Enabling Legislation**”), the County Commissioners of Coös County, New Hampshire (the “**County**”), with approval of the County Convention, are authorized to (i) authorize the issuance of bonds by the County, the source for repayment of which shall be limited to assessment revenues generated by redevelopment districts created under the Enabling Legislation, which shall not be a general obligation of the County and not included in net indebtedness as defined in NH RSA 33:1, III (the “**Bonds**”); (ii) establish redevelopment districts to ensure that assessment revenues generated under the Enabling Legislation from revitalization projects are sufficient to repay such bonds; and (iii) notwithstanding any provision of law to the contrary, including NH RSA 28:24, adopt a financing plan establishing the manner of sale and terms of any such bonds to be issued by the County, and the amount of the assessment, payment terms and method for collection (the “**Financing Plan**”); and

**WHEREAS**, pursuant to the Enabling Legislation, in order to establish a redevelopment district and adopt a Financing Plan, the County Commissioners must find that such actions will likely create, revive, or preserve employment opportunities or increase the social or economic prosperity of the County, any of which would be in the public interest (the “**Finding**”); and

**WHEREAS**, the County seeks to find a way to revive The Balsams resort area within the geographical limits of the County (the “**Resort**”), as an economic engine for the state of New Hampshire (the “**State**”) and the County, by creating new jobs and income for residents of the County and the State, generating additional economic development within the County and the State, generating additional tax revenues for the County, attracting tourism and other businesses to the County and the State, and providing recreational facilities and activities for the residents of the County and the State (collectively, the “**Public Benefits**”); and

**WHEREAS**, Balsams Resort Holdings, LLC, a Delaware limited liability company (the “**Developer**”), together with its affiliated entities, is in the process of redeveloping the Resort as a four season destination resort as described in the improvement plan presented to the County Commissioners and included in the Financing Plan at a total estimated cost of in excess of Two Hundred Seventy Million Dollars (\$270,000,000) (the “**Master Resort Redevelopment Project**”) and the County Commissioners have determined that the Master Resort Redevelopment Project will generate Public Benefits; and

**WHEREAS**, the County has determined that the Master Resort Redevelopment Project is necessary for (i) economic development and the enhancement and stimulation of business and commercial activity in the County and the State; (ii) the promotion of health and general welfare of the residents of the County and the State; and (iii) the creation of jobs, commerce, industry, and economic development for the County and its residents and finds that the Master Resort Redevelopment Project and the County’s creation of the Balsams Resort Redevelopment District, adoption of the Financing Plan will create, revive, or preserve employment opportunities or increase the social or economic prosperity of the County, all of which would be in the public interest; and

**WHEREAS**, (a) the County recognizes that economic development within the County for the benefit of its residents is one of the governmental burdens of the County, and that the Public Benefits generated from the Master Resort Redevelopment Project will help meet those governmental burdens; (b) the Master Resort Redevelopment Project will serve a public purpose and lessen the governmental burdens of the County by providing Public Benefits; and

**WHEREAS**, the Developer is only prepared to undertake the Master Resort Redevelopment Project if the County creates a redevelopment district encompassing the Resort area (the “**Redevelopment District**”), adopts a Financing Plan for the Redevelopment District, and issues the Bonds; and

**WHEREAS**, the County Commissioners have the legal authority pursuant to the Enabling Act to negotiate with the Developer to arrange for administration and development of the Redevelopment District, and following the establishment of the Redevelopment District, the County and the Developer expect to negotiate a Development

Agreement by and between the County and the Developer providing for the administration and development of the Redevelopment District;

**RESOLUTIONS**

**NOW, THEREFORE, IT IS RESOLVED, DETERMINED AND ORDERED** by the County Convention of Coös County, New Hampshire, as follows:

**Section 1. Recitals Incorporated.** The foregoing recitals are incorporated in these resolutions as more fully set forth herein and the findings, conclusions and statements made therein constitute an integral part of these resolutions.

**Section 2. Public Benefits.** The creation of the Redevelopment District will generate Public Benefits, specifically, the Redevelopment District will create, revive, and/or preserve employment opportunities and/or increase the social or economic prosperity of the County, which is in the public interest.

**Section 3. Creation of Redevelopment District.** Subject to the County Commissioners making the Finding, the County Convention approves the creation, approval, and establishment of the Redevelopment District, as described herein and in the Financing plan, as the “Balsams Resort Redevelopment District” pursuant to the Enabling Legislation to be governed by and administered in accordance with the Financing Plan and the Enabling Legislation.

**Section 4. District Boundaries.** Subject to the County Commissioners making the Finding, the County Convention approves the establishment of the boundaries of the Redevelopment District as set forth in Exhibit A attached hereto and incorporated herein by reference (the “**District Boundaries**”), which are configured so that the area within the District Boundaries includes, but is not limited to, all of the property available to be developed, redeveloped, or revitalized through the issuance of the Bonds, or otherwise benefiting from the improvements financed, in whole or in part, with the proceeds of any such Bonds.

**Section 5. Financing Plan.** Subject to the County Commissioners making the Finding, the County Convention approves the Financing Plan attached hereto as Exhibit B as the Financing Plan for the Redevelopment District within the meaning of the Enabling Legislation.

**Section 6. Bonds.** Subject to the County Commissioners making the Finding, the County Convention approves the issuance of the Bonds by the County Commissioners.

**Section 7. Assessments.** The Redevelopment District through the County shall impose the assessments, and the County covenants to establish, maintain, apportion, revise and collect assessments in the manner, to the extent and as otherwise specified in the Financing Plan and the Rate and Method of Apportionment of Assessments included in the Financing Plan as an Exhibit to pay when due current expenses of administering and operating the Redevelopment District and to pay or provide for the payment of all principal, interest and other amounts due and owing under any Bonds and related agreements, documents, instruments and certificates in conjunction with the issuance of any Bonds, as and when due in accordance with the Financing Plan.

**Section 8. Authorization.** That the County Commissioners or any person(s) so designated by the County Commissions are authorized and empowered to take any and all actions on behalf of the County on all matters as the County Commissions or any person(s) so designated by the County Commissioners may deem necessary, taking into consideration the advice of the advisors to the County, or advisable to carry out the intent and purpose of the foregoing resolutions. The authority of the County Commissioners or any person(s) so designated by the County Commissioners to take such further action shall be conclusively evidenced by his or her taking thereof. All acts of the County Commissioners or any person(s) so designated by the County Commissioners be, and they hereby are, authorized, approved, confirmed and ratified in all respects. Furthermore, all actions heretofore taken by any of the County Commissioners with respect to, or in connection with the transactions contemplated by, the foregoing resolutions be, and the same hereby are, ratified, confirmed and approved in all respects.

**Section 9. Effectiveness.** This resolution shall take effect immediately upon its adoption.

**DULY ADOPTED** following a public hearing by at least a 2/3 vote of the County Convention present and voting at a regular meeting of the County Convention of Coös County, New Hampshire on this 20<sup>th</sup> day of March, 2023, at which a majority of the whole County Convention was present.

The motion was approved by roll call 8-0.

*Opening remarks:* County Administrator Jennifer Fish welcomed everyone to the Annual Coös County Budget Meeting and highlighted some of the changes to the budget since the Public Hearing in December.

When the preliminary 2023 budget was presented at the Public Hearing, the estimated amount to be raised by taxes was \$17,991,982. After all the recommended revisions to various revenue and appropriations line items were made, the recommended amount to be raised by taxes is \$16,313,460. The Commissioners are proposing a level funded budget.

The County Administrator provided the following bulleted highlights:

- The budget includes COLA increases of three percent for all departments except for the Department of Corrections Union employees who have a two percent increase which is line with their collective bargaining agreement.
- Items requested for the County Nursing Home Infrastructure program are individually listed in the nursing home budgets.
- Increased expense for the renovation of the basement of the County Administrative building

The Unincorporated Places proposed budget for 2023 is \$1,663,717 compared to the 2022 approved budget of \$1,516,728. The Commissioners are requesting to add \$40,000 in appropriations to the budget for Geographic Information System and \$150,000 in revenue from the Local Assistance Tribal Council Fund.

The County Administrator began with the review of the Nursing Hospital budget by department. The total proposed expenditures were \$13,598,160 and the specials totaled \$2,453,100. The total proposed budget with specials was \$16,052,260.

The Berlin Nursing Home budget was reviewed. The total proposed expenditures were \$16,771,640 and the specials totaled \$1,293,290. The total proposed budget with specials was \$18,064,930.

Ms. Fish continued with the review of the County Government budgets with specials totaled \$13,959,300.

The total proposed appropriations for the Coös County budget were \$49,298,860.

The County Administrator continued with the review of the anticipated revenues which totaled \$49,298,860.

The County Administrator concluded with the revision of the Unincorporated Places Budgets. The total proposed appropriations and anticipated revenues totaled \$1,703,717.

The following resolutions were read by the County Administrator:

**RESOLUTION #1**

Be it resolved by the Coös County Delegation duly convened on this twentieth day of March 2023, that the sums hereinafter detailed in this resolution are hereby appropriated and the total amount for the fiscal year ending December 31, 2023, shall be \$49,298,860 for the County budget not including the Unincorporated Places. A

motion was made by Representative Ouellet, seconded by Representative Tierney to approve Resolution #1. The motion passed by roll call vote 8-0.

**RESOLUTION #2**

Be it resolved by the Coös County Delegation that the sum of \$27,191,990 is hereby adopted as the estimated income from sources indicated for the fiscal year ending December 31, 2023. A motion was made by Representative Ouellet, seconded by Representative Davis to approve Resolution #2. The motion passed by roll call vote 8-0.

**RESOLUTION #3**

Be it further resolved that the total appropriation being in excess of the total estimated income in the amount of \$16,313,460. The Treasurer shall issue her warrant to the Towns and City in the County for this amount. A motion was made by Representative Tierney, seconded by Representative Ouellet to approve Resolution #3. The motion passed by roll call vote 8-0.

**RESOLUTION #4**

Be it resolved that \$5,793,410 of the operating surplus for the year 2022 be appropriated in the 2023 Budget for the purpose of reducing taxes for 2023. A motion was made by Representative Tierney, seconded by Representative Davis to approve Resolution #4. The motion passed by roll call vote 8-0.

**RESOLUTION #5**

Be it resolved by the Coös County Delegation duly convened on this twentieth day of March 2023, that in order to comply with Department of Revenue Administration instruction, the Delegation separately approves total appropriations of \$1,703,717 and revenues of \$1,703,717 for the Coös County Unincorporated Places for calendar year 2023. The Unincorporated Places Budgets for 2023 are adopted separately from the Coös County Budget.

Atkinson & Gilmanton Academy Grant	17,345
Bean's Grant	2,385
Bean's Purchase	24,280
Cambridge	126,420
Chandler's Purchase	3,811
Crawford's Purchase	8,490
Cutt's Grant	2,077
Dix Grant	23,893
Dixville	234,900
Erving's Grant	1,547
Green's Grant	113,221
Hadley's Purchase	77
Kilkenny	990
Low & Burbank Grant	12,809
Martin's Location	24,941
Millsfield	487,632
Odell	46,486
Pinkham's Grant	100,969
Sargent's Purchase	45,192
Second College Grant	26,842
Success	164,488
Thompson & Meserve's Purchase	86,653
Wentworth Location	<u>148,269</u>
Total	\$1,703,717

A motion was made by Representative Tierney, seconded by Representative Noël to approve Resolution #5. The motion passed by roll call vote 8-0.

RESOLUTION #6

Be it resolved that \$18,108.41 of the 2022 Budget Surplus Balance be reserved and added to the following accounts for interest earned in 2022:

Interest on Sick Trusts 2022	\$4,358.89
Interest on Facility Fund 2022	\$4,303.32
Interest on Vehicle Reserve Fund 2022	\$ 871.66
Interest on ARPA Cash Account 2022	\$8,574.54

A motion was made by Representative Davis, seconded by Representative Ouellet to approve Resolution #6. The motion passed by roll call vote 8-0.

RESOLUTION #7

Be it resolved that \$5,594.42 of the 2022 Budget Surplus Balance be encumbered to the accounts: County: Renovation & Equipment for the County Office Generator. A motion was made by Representative Tierney, seconded by Representative Davis to approve Resolution #7. The motion passed by roll call vote 8-0.

RESOLUTION #8

Be it resolved that \$50,000 of the 2022 Budget Surplus Balance be reserved to the account for the 2026 53<sup>rd</sup> Payroll Fund. A motion was made by Representative Ouellet, seconded by Representative Tierney to approve Resolution #8. The motion passed by roll call vote 8-0.

RESOLUTION #9

Be it resolved that \$660,502.29 of the 2022 Budget Surplus Balance be reserved for the LATCF Funds Tranche 1 and of these funds \$360,500 to be moved to the 2023 Budgeted Revenues in the County Budget and \$150,000 to be moved to the 23 Unincorporated Places Budgeted Revenues. A motion was made by Representative Davis, seconded by Representative Tierney to approve Resolution #9. The motion passed by roll call vote 8-0.

RESOLUTION #10

Be it resolved that \$100,699.47 of the 2022 Budget Surplus Balance be reserved for the Opioid Abatement Fund and of these funds \$100,000 be moved to the 2023 Budgeted Revenues. A motion was made by Representative Davis, seconded by Representative Tierney to approve Resolution #10. The motion passed by roll call vote 8-0.

RESOLUTION #11

Be it resolved that \$2,501,292.09 of the 2022 ARPA Tranche 2 to be reserved and \$2,061,220 to be moved to the 2023 budget as revenues:

To Reserve

ARPA – Funds for Audits/Admin Fees	\$21,221.50
ARPA – HVAC Nursing Hospital	\$1,500,000.00
ARPA – Heating System DOC	\$300,000.00
ARPA – New Windows Nursing Home	\$298,500.00
ARPA – New Entrance Engineer -BNH	\$1,500.00
ARPA – Cybersecurity Software/Training	\$100,000.00
ARPA – Stipends	<u>\$ 280,070.59</u>
	\$2,501,292.09

To Move from Reserves to Budget

ARPA – HVAC Nursing Hospital	\$1,440,000
ARPA – BNH Windows	\$298,500

ARPA – BNH New Entrance	\$1,500
ARPA – DOC Heating System	\$300,000
ARPA – Audits/Admin Fees	<u>\$ 21,220</u>
	\$2,061,220

A motion was made by Representative Tierney, seconded by Representative Davis to approve Resolution #11. The motion passed by roll call vote 8-0.

RESOLUTION #12

Be it resolved that \$428,522 of the ARPA reserved funds be moved to the ARPA Unreserved Funds. This amount includes \$328,522 from ARPA Stipends and \$100,000 for ARPA Cybersecurity Software/Training.

A motion was made by Representative Tierney, seconded by Representative Noël to approve Resolution #12. The motion passed by roll call vote 8-0.

RESOLUTION #13

Be it resolved that \$907,000 of the ARPA Unreserved Fund be moved to the 2023 Budgeted Revenues. A motion was made by Representative Ouellet, seconded by Representative Tierney to approve Resolution #13. The motion passed by roll call vote 8-0.

RESOLUTION #14

Be it resolved that \$8,794.57 of Capital Reserve Funds be moved to the Unencumbered Fund Balance. This amount is comprised of:

2022 Car Reserve for BNH	\$2,905.00
2022 Lancaster Cabling Project	\$2,124.02
2022 Sheriff Guns	\$3,765.55

A motion was made by Representative Tierney, seconded by Representative Davis to approve Resolution #14. The motion passed by roll call vote 8-0.

Chairman Merner took a moment to thank the County Administrator Jennifer Fish for her 10 years of service as the Coös County Administrator.

Commissioner Brady thanked the Delegation for approving the budget.

The next Quarterly Delegation meeting is scheduled for Monday, May 1, 2023, at 10:00 a.m. at the North Country Resource Center.

A motion was made by Representative Tierney, seconded by Representative Cascadden to adjourn the meeting at 10:52 a.m.

Respectfully submitted,  
*Representative Corinne Cascadden, Clerk*

Coös County Delegation  
 Quarterly Meeting  
 May 1, 2023 at 10:00 a.m.  
 North Country Resource Center  
 629 Main Street Lancaster, NH

Present: Representatives Troy Merner, Chair; Arnold Davis, Vice Chair; Corinne Cascadden, Clerk; Seth King; Henry Noël; Mike Ouellet; and James Tierney. Also, Present: Commissioners Raymond Gorman and Robert Théberge; Director of Finance Carrie Klebe; Nursing Hospital Administrator Laura Mills; Nursing Home Administrator Lynn Beede; Superintendent Ben Champagne, Administrative Assistant Linda Harris; Ericka Canales, Coös Economic Development Corporation (CEDC); Doug Arion, Mountain of Stars; and Brook Kaufman (*Zoom*).

Chairman Merner opened the Delegation Meeting at 10:07 a.m. and led the Pledge of Allegiance.

The roll was called by the Clerk, Representative Cascadden. There were seven members present. Representatives Hatch and Kelley were not present.

*Review & Approval of the Minutes of the March 20, 2023, annual budget meeting, as distributed.* A motion was made by Representative Tierney, seconded by Representative Davis to approve the minutes of the March 20, 2023, annual budget meeting, as distributed. The minutes were approved in the affirmative by voice vote.

*Hearing of the Public:* There was no public comment.

*Review & Approval of the Financial Statements of Coös County and of the Unincorporated Places for the period ended March 31, 2023:* Representative Cascadden began the review of the Coös County financials. The total expenditures for the period ending March 31, 2023, were \$9,889,543 or 20% expended. The total revenues for the period ending March 31, 2023, were \$9,431,744 or 19% received. There were no questions.

Representative Cascadden continued with the Unincorporated Places financials. Total expenditures were \$125,778 or seven percent expended, and total revenues were \$41,237 or two percent received. There were no questions.

A motion was made by Representative Tierney, seconded by Representative Davis to accept the first quarter financials for Coös County and the Unincorporated Places, as presented. The motion was approved by roll call 7-0.

*Old Business:* There was no old business to discuss.

*New Business:*

- a. *Approval of Mike Ouellet and Ericka Canalas as regular members to the Coös County Planning Board per the Board of Commissioners' recommendation.* A motion was made by Representative Tierney, seconded by Representative Davis to approve Mike Ouellet and Ericka Canalas as regular members to the Coös County Planning Board per the Board of Commissioners' recommendation. The motion was approved by roll call 6-0-1.
- b. *Approval of Arnold Davis and Paul Grenier as alternate members to the Coös County Planning Board per the Board of Commissioners' recommendation.* A motion was made by Representative Tierney, seconded by Representative King to approve Arnold Davis and Paul Grenier as alternate members to the Coös County Planning Board per the Board of Commissioners' recommendation. The motion was approved 6-0-1.
- c. *Approval of NFR Funds per the Board of Commissioners' recommendation:* Administrative Assistant Linda Harris stated that historically the National Forest Reserve Funds have been distributed first for the actual tuition for students in the Unincorporated Places. Currently, there is one student from Millsfield attending the Errol School District, one student from Millsfield attending the Colebrook School District and one student from Wentworth Location attending the Milan School District. Any remaining funds are distributed equally to the school districts in the county. A motion was made by Representative Tierney, seconded by Representative Davis to approve the distribution of the National Forest Reserve Funds as recommended by the Board of Coös County Commissioners. The breakdown was as follows:

School District	Distribution
Berlin School District	\$3,057.36
Colebrook School District	\$22,993.78
Errol School District	\$37,897.26
Gorham School District	\$3,057.36
Milan School District	\$23,163.80
Northumberland School District	\$3,057.36

Pittsburg School District	\$3,057.36
Stark School District	\$3,057.36
Stewartstown School District	\$3,057.36
Stratford School District	\$3,057.36
White Mountain Regional School District	\$3,057.36
Total	\$108,513.72

The motion was approved by roll call 7-0.

- d. *Update on Eclipse Planning:* Ericka Canales, CEDC and Doug Arion, Mountain of Stars presented information on the total eclipse that will occur on April 8, 2024. The duration of the eclipse will last about 3 minutes, 45 seconds in Pittsburg, NH. The eclipse will begin at 1:30 p.m. and will peak at 3:30 p.m.

Mr. Arion noted that this will be a huge opportunity for Coös County especially for lodging, restaurants and retailers. Some of the challenges noted were mud season in the north country; traffic (there are only two routes into the Northwoods Route 3 and Route 16); bussing people from outside locations to Pittsburg, and parking. New Hampshire DOT will need to determine the traffic situation for this event. Economic Development assistance will be needed.

Mr. Arion noted that this event will be a great educational. In his opinion, schools should have a modified schedule for the day instead of cancelling school altogether. He also added that the schools in the North Country will be receiving glasses for their students.

Representative Quellet noted that the weather in the north country is unpredictable. What happens if it's a cloudy day? Mr. Orion replied that people will still come.

Brook Kaufman from Wyoming joined the meeting briefly via zoom to offer her experiences from a prior eclipse. She stated that people will come. They did not anticipate the traffic congestion. The media will be there no matter what the weather conditions may be. She also suggested that there should be a place to call for information either a chamber of commerce or economic development. People will be inquiring about private airports.

Superintendent Champagne noted that strong conversations need to be held with town police, EMS, fire departments and state police. This may need to be collaborative effort with the towns in the north country. Public safety should be the first priority especially for the citizens of those towns.

*Subcommittee Reports:* There were no reports.

*Any other business:* Commissioner Gorman announced that the new County Administrator begins on May 15, 2023. He also urged the Delegation members to visit the nursing homes, department of corrections, county attorney, registry of deeds and the county sheriff's offices.

*Dates of upcoming meetings:* Chairman Merner reminded the Delegation members to note the following dates. There are only nine members and attendance at the meeting is important.

- Monday, July 31, 2023, Quarterly Meeting @ 10 a.m. at North Country Resource Center, Lancaster, NH
- Monday, October 30, 2023, Quarterly Meeting @ 10 a.m. at North Country Resource Center, Lancaster, NH

A motion was made by Representative Davis, seconded by Representative King to adjourn at 11:27 a.m. The motion was approved in the affirmative.



Respectfully submitted,  
Representative Corinne Cascadden, Clerk

Coös County Delegation  
Quarterly Meeting  
July 31, 2023, at 10:00 a.m.  
Coös County Administrative Offices - Stewartstown, NH

Present: Representatives Troy Merner, Chair; Arnold Davis, Vice Chair; Corinne Cascadden, Clerk; Eamonn Kelley; Seth King; Henry Noël (arrived at 10:15); Mike Ouellet; and James Tierney. Also, Present: Commissioners Tom Brady, Raymond Gorman, and Robert Théberge; County Administrator Mark Brady; Director of Finance Carrie Klebe; Nursing Hospital Administrator Laura Mills; Superintendent Ben Champagne, Sheriff Brian Valerino; Captain Keith Roberge; Administrative Assistant Linda Harris; member of the press; William Levendis, ND Paper, Shelburne Chip Mill; Richard Roy, Milan Lumber; Steve Halle, Milan Lumber; Ross Caron, Cersosimo Lumber; Steve Ellis, Pittsburg Selectman.

1. Chairman Merner opened the Delegation Meeting at 10:06 a.m. and led the Pledge of Allegiance.
2. The roll was called by the Clerk, Representative Cascadden. There were seven members present. Representatives Hatch and Noël were not present.
3. *Review & Approval of the Minutes of the May 1, 2023, quarterly meeting, as distributed.* A motion was made by Representative Tierney, seconded by Representative Davis to approve the minutes of the May 1, 2023, quarterly meeting, as distributed. The minutes were approved in the affirmative by voice vote.
4. *Hearing of the Public:*
  - a. Sheriff Brian Valerino reported an amendment to RSA 104:31, XIII that allows the sheriffs to raise tariffs. This will allow to charge more for services. The Sheriff proposed a seven percent increase effective October 1, 2023. The proposed increase must be approved by the County Delegation. A motion was made by Representative Davis, seconded by Representative Tierney to approve the increase as proposed by Sheriff Valerino. The motion was approved by roll call 7-0.

Representative Noël joined the meeting at this point.

5. *Review & Approval of the Financial Statements of Coös County and of the Unincorporated Places for the period ended June 30, 2023:* Chairman Merner began the review of the Coös County financials. The total expenditures for the period ending June 30, 2023, were \$20,401,365 or 41% expended. Representative Ouellet asked why the total nursing hospital expenditures were only 36% expended. Laura Mills, the W. Stewartstown Nursing Home Administrator, replied that the funding for the HVAC system has not been spent. A motion was made by Representative Tierney, seconded by Representative Davis to approve the second quarter expenditures. The motion was approved by roll call 8-0.

The total revenues for the period ending June 30, 2023, were \$17,418,017 or 35% received. Representative Ouellet inquired about the miscellaneous income received in the amount of \$83,874. Carrie Klebe, County Finance Director, replied those were escheated funds. A motion was made by Representative Tierney, seconded by Representative Cascadden to approve the second quarter revenues. The motion was approved by roll call 8-0.

The Chair continued with the Unincorporated Places financials. Total expenditures were \$313,524 or 18% expended. There were no questions. A motion was made by Representative Davis, seconded by Representative Ouellet to approve the Unincorporated Places second quarter expenditures. The motion was approved by roll call 8-0.

Total revenues were \$514,950 or 30% received. There were no questions. A motion was made by Representative Tierney, seconded by Representative Noël to approve the Unincorporated Places second quarter revenues. The motion was approved by roll call 8-0.

6. *Old Business:*

- a. Introduction of Coös County Administrator Mark Brady: Chairman Merner introduced the new County Administrator to members of the Delegation. The County Administrator thanked the Chairman for the welcome. He noted that he is looking forward to working with the Board of Commissioners and members of the Delegation.

7. *New Business:*

- a. Approval of Arnold Davis as a regular member to the Coös County Planning Board per the Board of Commissioners' recommendation. A motion was made by Representative Ouellet, seconded by Representative Cascadden to approve the Board of Commissioners' recommendation. The motion was approved in the affirmative by voice vote.
- b. Approval of Marc D. Tremblay as an alternate member to the Coös County Planning Board per the Board of Commissioners' recommendation. A motion was made by Representative Ouellet, seconded by Representative Davis to approve the Board of Commissioners' recommendation. The motion was approved in the affirmative by voice vote.
- c. Representative Kelley reported on a development concerning the Connecticut Headwaters working forest in Pittsburg. The 170,000 acres were sold for carbon credits and limited logging will be allowed. This will affect the town's yield tax revenue and possibly the tourist revenue.

Ross Caron, Cersosimo Lumber; William Levendis, ND Paper, Shelburne Chip Mill; Richard Roy, Milan Lumber; and, Steve Halle, Milan Lumber provided handouts and information. Some of the Delegation members noted that legislation may be needed to allow further logging. The County Administrator noted that there are billions of dollars driving development of the carbon credit market. If the Delegation wants to protect the tax base and logging industry in the north country, they need to actuate all levels of government – state, county, and locals. Representative Ouellet suggested enlisting Jason Stout's assistance to spearhead this issue. Hopefully, he will be able to provide guidance.

Representative Kelley stated that he would forward the easement information to the Delegation. Some of these companies are approaching small landowners to purchase property; however, some of these individuals do not understand what the purchase entails.

8. *Subcommittee Reports:* There were no reports.

9. *Any other business:* There was no other business to discuss.

10. *Dates of upcoming meetings:*

- Monday, October 30, 2023, Quarterly Meeting (third) @ 10:00 a.m.  
North Country Resource Center, Lancaster, NH
- Monday, December 11, 2023, Public Hearing on the 2024 Proposed Budgets @ 10:00 a.m.  
North Country Resource Center, Lancaster, NH

11. A motion was made by Representative Cascadden, seconded by Representative Davis to adjourn the meeting at 11:06 a.m. The motion was approved in the affirmative by voice vote.

Respectfully submitted,  
*Representative Corinne Cascadden, Clerk*

Coös County Delegation

Quarterly Meeting  
October 30, 2023, at 10:30 a.m.  
North Country Resource Center  
Lancaster, NH

Present: Representatives Arnold Davis, Chair; Corinne Cascadden, Clerk; Seth King; Henry Noël; and James Tierney. Also Present: Commissioners Raymond Gorman and Robert Théberge; County Administrator Mark Brady; Director of Finance Carrie Klebe; Nursing Hospital Administrator Laura Mills; Superintendent Ben Champagne, Sheriff Brian Valerino; Captain Keith Roberge; County Treasurer Sue Collins; Administrative Assistant Linda Harris; and, Steve Ellis, Pittsburg Selectboard member.

1. Vice Chair Davis opened the Delegation Meeting at 10:37 a.m. Representative Cascadden led the Pledge of Allegiance.
2. The roll was called by the Clerk, Representative Cascadden. There were five members present. Representatives Kelley and Ouellet were not present.
3. Election of Chair to fill vacancy per RSA 24:2-b:

Representative Tierney asked for a point of order. He noted that the Vice Chair should automatically move to the Chair vacancy and nominations for Vice Chair should be accepted. There was no objection from the Delegation. A motion was made by Representative Cascadden, seconded by Representative Tierney to nominate Mike Ouellet as Vice Chair. The motion passed by roll call 5-0.

Representative Tierney also noted that according to RSA 24:2, members of the executive committee do not have the authority to vote. If any decision must be voted upon, the remaining members of the Delegation must vote.

County Treasurer Sue Collins noted that many years ago the Delegation voted that all members of the Delegation were part of the Executive Committee. Commissioner Théberge noted that Coös County has few Delegation members as compared to other counties. The entire Delegation has been the executive committee.

4. *Review & Approval of the Minutes of the July 31, 2023, quarterly meeting, as distributed.* A motion was made by Representative Cascadden, seconded by Representative Tierney to approve the minutes of the July 31, 2023, quarterly meeting, as distributed. The minutes were approved in the affirmative by voice vote.
5. *Hearing of the Public:*
  - a. Steve Ellis, Selectboard member from the Town of Pittsburg provided an update relating to Blue Source Sustainable Forest Company intention to generate carbon credits on the Connecticut Headwaters Conservation tract in Pittsburg it recently purchased. A plan will be released this week. He inquired if the Delegation had taken a stand on the issue. Chairman Davis replied that it is a bi-partisan issue in Coös and everyone is working together. Representative Tierney noted that a bill has been submitted asking for a two-year moratorium on future sales of carbon credits; however, the bill cannot stop what is already in progress. All of the Delegation members are co-sponsors of the bill. He also noted that Representative Kelley has filed two other bills.
6. *Review & Approval of the Financial Statements of Coös County and of the Unincorporated Places for the period ended September 30, 2023:* Chairman Davis began the review of the Coös County financials. The total expenditures for the period ending September 30, 2023, were \$29,754,723 or 60% expended. A motion was made by Representative Noël, seconded by Representative Tierney to approve the third quarter expenditures. The motion was approved by roll call 5-0.

The total revenues for the period ending September 30, 2023, were \$23,068,560 or 47% received. A motion was made by Representative Tierney, seconded by Representative Noël to approve the third quarter revenues. The motion was approved by roll call 5-0.

The Chair continued with the Unincorporated Places financials. Total expenditures were \$420,809 or 25% expended. There were no questions. A motion was made by Representative Tierney, seconded by Representative Noël to approve the Unincorporated Places third quarter expenditures. The motion was approved by roll call 5-0.

Total revenues were \$771,051 or 45% received. There were no questions. A motion was made by Representative Tierney, seconded by Representative Noël to approve the Unincorporated Places second quarter revenues. The motion was approved by roll call 5-0.

7. *Old Business*: There was no old business to discuss.

8. *New Business*:

- a. Treasurer's Resolution for Borrowing Funds in Anticipation of 2024 Taxes: County Treasurer Sue Collins explained that this request is typically part of the December meeting. However, she will not be available on December 11. The following resolution was read:

Resolution #1

Be it resolved by the Coös County Delegation duly convened on this thirtieth day of October, 2023, that since the monies in the treasury of the County of Coös are insufficient to meet the demands upon the same and the sum of Eleven Million Dollars (\$11,000,000) being the projected amount necessary for the purpose of operating the county for the Fiscal Year 2024, the Coös County Treasurer is hereby authorized to borrow up to \$11,000,000 upon order of the County Commissioners pursuant to RSA 29:8.

A motion was made by Representative Tierney, seconded by Representative Noël to approve Resolution #1. The motion was approved by roll call 5-0.

- b. Appointment of Delegation Member to the Coös County Planning Board: Chairman Tierney announced that a Delegation member needed to be appointed as Ex-officio to the Coös County Planning Board. A motion was made by Representative King, seconded by Representative Noël to appoint Representative Tierney as Ex-officio to the Coös County Planning Board. The motion was approved by roll call 4-0-1. (Representative Tierney abstained)
- c. Update on the District 1 and District 6 vacancies: Chairman Davis stated that primaries for both districts are being held on December 5, 2023. The general election will be held on January 23, 2024.

9. *Subcommittee Reports*: There were no reports.

10. *Any other business*: County Administrator Mark Brady announced that Coös County will be hosting the New Hampshire Association of Counties Conference in 2024. The conference is being held at the Omni Mount Washington Hotel & Resort beginning November 11, 2024.

11. *Dates of upcoming meetings*:

- Monday, December 11, 2023, Public Hearing on the 2024 Proposed Budgets @ 10:00 a.m. North Country Resource Center, Lancaster, NH

12. A motion was made by Representative King, seconded by Representative Tierney to adjourn the meeting at 11:15 a.m. The motion was approved in the affirmative by voice vote.

Respectfully submitted,  
*Representative Corinne Cascadden, Clerk*

Coös County Delegation  
Delegation Meeting &  
Public Hearing of the 2024 Proposed Budgets  
December 11, 2023, at 10:00 a.m.  
North Country Resource Center  
629 Main Street Lancaster, NH

Present: Representatives Arnold Davis, Chair; Mike Ouellet, Vice Chair; Corinne Cascadden, Clerk; Seth King (arrived 10:18); Henry Noël; and James Tierney. Also, Present: Commissioners Thomas Brady, Raymond Gorman, and Robert Théberge; County Administrator Mark Brady, Director of Finance Carrie Klebe (telephone), Nursing Hospital Administrator Laura Mills, Nursing Home Administrator Louise Belanger; Superintendent Ben Champagne, Sheriff Brian Valerino, Captain Keith Roberge, County Attorney John McCormick, Register of Deeds Leon Rideout; Administrative Assistant Linda Harris; and members of the public.

Chairman Davis opened the Delegation Meeting at 10:07 a.m. Representative Noël led the Pledge of Allegiance.

The roll was called by the Clerk, Representative Cascadden. There were six members present. Representative Kelley was absent.

New Business:

- a. Continuing Resolution on 2024 Budget Spending 1/1/2024 – 3/31/2024. Clerk Cascadden read the following resolution:

Resolution  
Authorization for Coös County to Pay 2024 Expenses  
(RSA 24:15)

Due to timing differences, the County operates without an approved operating budget during the months of January, February, and part of March. Historical figures demonstrate that the January through March expenses will total approximately \$10,500,000.

RSA 24:15 states that no County Commissioner or elected or appointed official shall pay, or agree to pay, or incur any liability for the payment of any sum of money for which the County Convention has made no appropriation.

I move that we, the County Convention authorize the County to spend up to \$10,500,000 for 2024 expenses during the months of January, February, and March in anticipation of the subsequent approval of the 2024 budget. Further that the \$10,500,000 be allocated proportionately to the line items based on the 2023 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/2023.

A motion was made by Representative Tierney, seconded by Representative Noël to approve the resolution. The motion was approved by roll call 5-0.

- b. Approval of Robert Gargano as an alternate to the Zoning Board of Adjustment: A motion was made by Representative Ouellet, seconded by Representative Noël to approve Robert Gargano as an alternate to the Zoning Board of Adjustment. The motion was approved in the affirmative.
- c. Approval of the minutes of the October 30, 2023, quarterly meeting: A motion was made by Representative Noël, seconded by Representative Tierney to approve the minutes of the October 30, 2023, quarterly meeting. The motion was approved in the affirmative 4-0-1. (Representative Ouellet abstained)

There being no other business to discuss, a motion was made by Representative Tierney, seconded by Representative Ouellet to adjourn the meeting at 10:12 a.m.

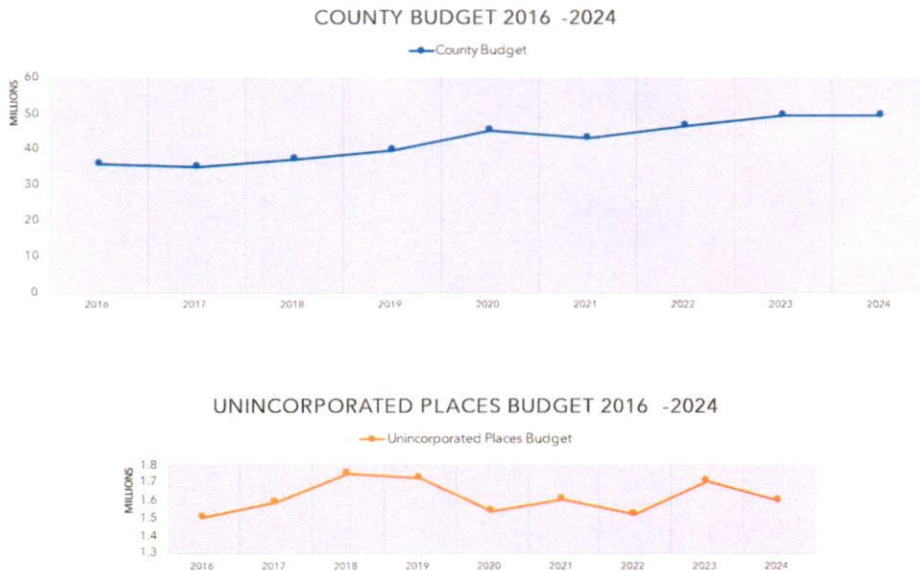
#### PUBLIC HEARING

Chairman Davis opened the public hearing at 10:14 a.m. and asked County Administrator Mark Brady to begin his budget overview.

County Administrator Mark Brady welcomed everyone on behalf of the Coös County Commissioners.

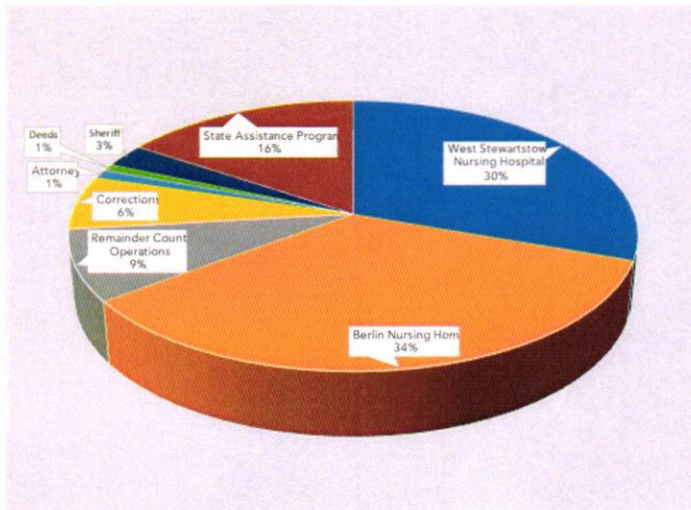
He mentioned that this is the first budget he participated in as County Administrator. And after many years in public finance, he approaches budgets from the macro – understanding the history, dynamics and trends that effect the micro -- or the details.

He prepared a power point presentation which provided the basis from which he discussed the proposed budget.



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The County Administrator said that the proposed 2024 budget was a standstill budget, \$176,000 less than the 2023 approved budget. He also reminded the Delegation that the Board recently approved a new PILOT agreement with Granite Reliable Power, which helps with the Unincorporated Places budgets for Millsfield and Dixville.

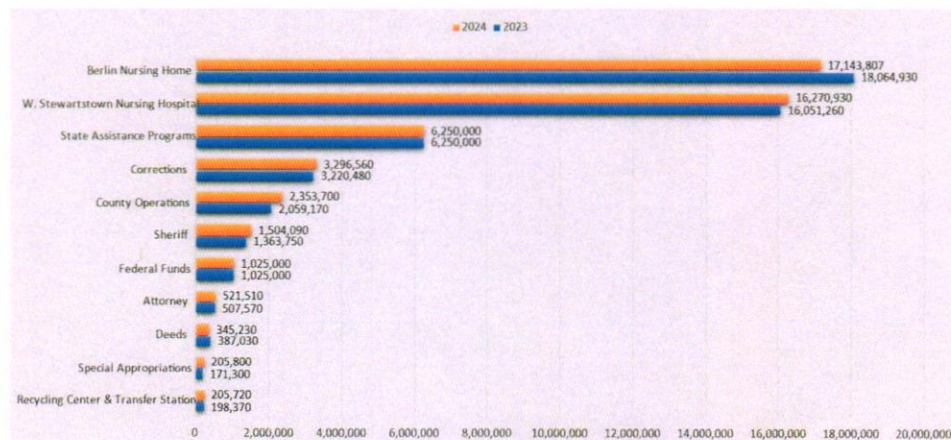


## Budget Composition 2016-2024

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The Administrator reiterated what he had said in his cover letter that was mailed along with the budget -- County government today in New Hampshire is financially responsible for some of the highest cost services provided by any level of government: long-term care and corrections. He noted that 80% of the county budget funded health care services. The County Administrator said that the counties are responsible for the non-federal share of Medicaid costs for long term services and supports, up to the County CAP. The State bills the county for nearly 40% of the costs of LTC Medicaid Services for residents of the county.

## 2023 & 2024 Budget by Department



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The County Administrator noted that the Berlin Nursing budget will be revisited by the new NHA Louise Belanger.

### Other Special Appropriations

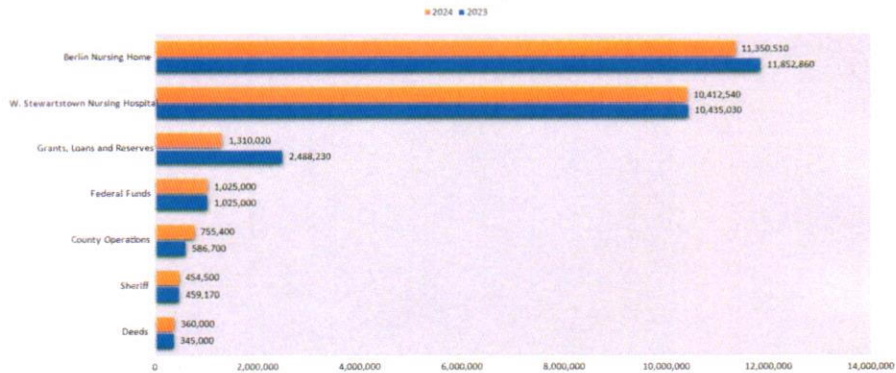
Expense: (Page 35)	2023	2024	Change
Senior Meals	\$17,000	\$17,000	\$0
Retired Senior Volunteer Program	\$17,000	\$17,000	\$0
Child Advocacy Center of Coös County	\$20,000	\$20,000	\$0
Response Program	\$6,000	\$8,000	\$2,000
Tri County Transit	\$36,000	\$36,000	\$0
Coös Economic Development Corp	\$45,000	\$75,000	\$30,000
Food Pantry Program	\$5,000	\$10,000	\$5,000
Funerals: County Assisted Person	\$4,500	\$2,000	-\$2,500
Homeless Outreach Intervention & Prevention	\$10,000	\$10,000	\$0
Coös ServiceLink Resource Center	\$5,800	\$5,800	\$0
Energy Assistant Services Program	\$5,000	\$5,000	\$0
CASA (Court Appointed Special Advocates)	\$0	\$0	\$0
<b>Total Special Appropriations</b>	<b>\$171,300</b>	<b>\$205,800</b>	<b>\$34,500</b>

### State Assistance Programs

Expense: (Page 31)	2023	2024	Change
Home/Community Care (HCBC)	\$1,500,000	\$1,500,000	\$0
Intermediate Nursing Care (INC)	\$4,750,000	\$4,750,000	\$0
<b>Totals</b>	<b>\$6,250,000</b>	<b>\$6,250,000</b>	<b>\$0</b>

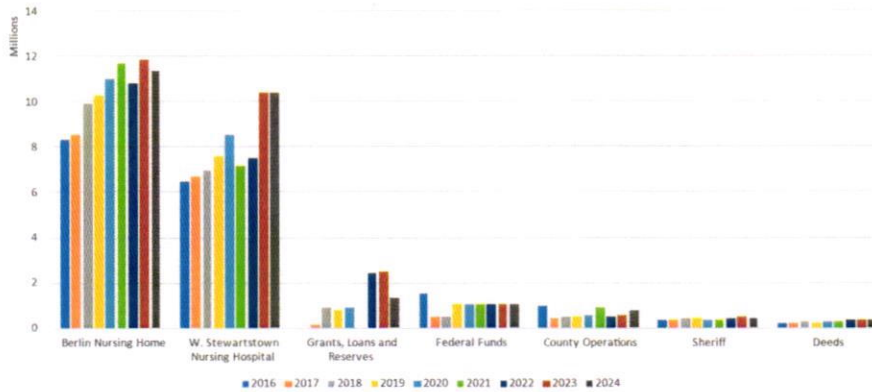


## 2023 & 2024 Revenues by Department



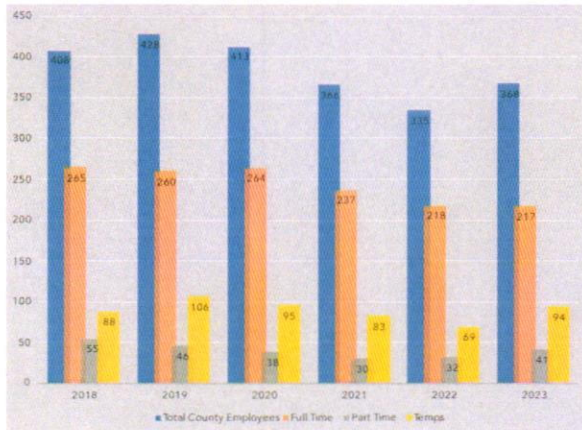
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## 2016-2024 Budgeted Revenues by Department



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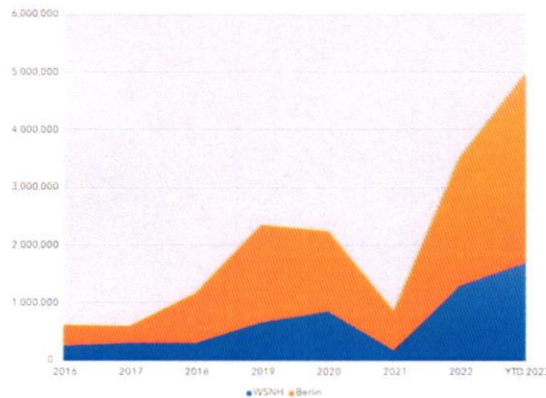
The County Administrator said that this slide represents modern day federalism at work in the United States. The relationship between the federal government and states is about the flow of funds, and specifically helathcare. He reiterated again that the county budget is all about healthcare.



County Employees 5 Year Trend

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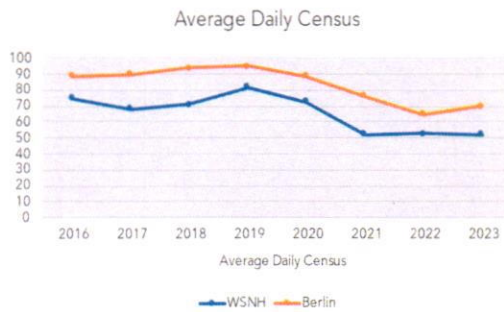
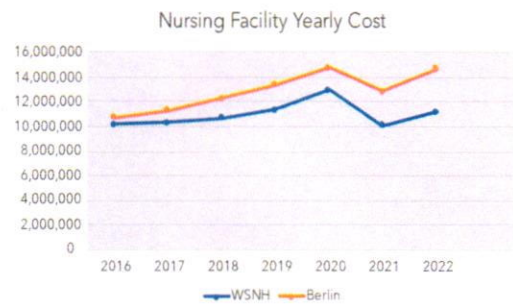
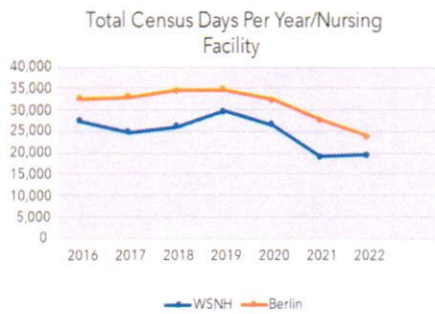
The County Administration budget includes requests for one additional person in the Human Resources Department, a grants person in the Finance Department, additional monies for follow on analysis based on Berry Dunn’s operational assessment and an increase in the legal line item. The County Administrator said that reporting requirements by the federal government are increasingly difficult and there needs to be a position dedicated to overseeing this to (1) mitigate the County’s exposure and (2) identify additional grant opportunities which should help fund the position in time. He noted that the human resource department was understaffed with 2.5 professionals for 368 full-time employees and 217 part time.



Contract Nursing Staff 2016-2023

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The County Administrator noted that Berry Dunn is currently doing an analysis of the two nursing homes. The use of contract nursing by the nursing homes, particularly in Berlin, has exploded and is driving increased costs while the census numbers are flat.



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Representative Ouellet inquired if the County Administrator will have a firm plan in place for the Delegation relating to increasing staff and census in the nursing homes by the March meeting. The County Administrator replied that he could not commit to an answer. The additional funding requested for Berry Dunn cannot be spent until the budget is approved in March. Representative Ouellet noted that if the staffing and census cannot be increased other options will need to be looked at.

Representative Ouellet inquired about the significant increase request from Coös Economic Development Corporation. Commissioner Gorman replied that the funds currently allocated have been used for funding. Ericka Canales, Director, replied that the additional funds will help with the formation of the Americorps Program and an affordable housing program.

Berlin Mayor and former County Commissioner Paul Grenier noted that he had been the main architect of the last 12 budget cycles while he was County Commissioner. He congratulated the County Administrator on a great job. He reminded the Delegation that they needed to be cognizant of the county CAP as it is a financial issue for the county, i.e., the lower the cap the better for the County.

The County Administrator began the review of the nursing hospital budget. The total West Stewartstown Nursing Hospital proposed budget totaled \$13,855,930 and specials in the amount of \$2,415,000 for a total budget request of \$16,270,930.

Chairman Davis continued with the Berlin Nursing Home budget. The proposed budget was \$17,027,057 and specials in the amount of \$116,750 for a total budget request of \$17,143,807.

Mayor Grenier asked the nursing home administrators what census numbers were used for the calculation of revenue and expenditures. Laura Mills, WSNH, replied that a census of 60 had been used for the revenue and a census of 75 for the expenditures. Contract nurses/LNAs cost two to three times more than staff. It would take

1½ residents to pay for a contract person. A census of 72 was used for the Berlin Nursing Home. The County Administrator added that the budget will be fully revisited by the March meeting.

Review of the County Government budget continued.

During the review, Mayor Grenier reported that he had been requesting copies of the Commissioners mileage since August. Two of the three [Commissioners] are very respectful of their mileage reimbursement. Mayor Grenier said that reimbursement should be requested only on meetings that they are required to attend. He distributed copies of Commissioner Théberge's mileage reimbursement since the beginning of the year. The mayor said that there are questionable charges that appear as downright fraud and should be investigated. He pointed out that there were two instances where mileage was claimed for trips to Concord, NH. Mayor Grenier noted that he had attended in the first instance to testify, and Commissioner Théberge was not present. Mayor Grenier also said that Commissioner Théberge claimed mileage for a Berlin Airport Authority meeting which was held in Berlin prior to the Council meeting. That is fraud in his opinion. Mayor Grenier said there is mileage for Coös County Planning Board and CEDC meetings but he [Commissioner Théberge] is not the Board of Commissioners' representative on either. Mayor Grenier said that mileage should only be claimed when the county commissioner is acting as the Board's representative. Mayor Grenier noted that Commissioner Théberge has \$3,200 worth of mileage in nine months. He asked for a full investigation by the County Delegation. He will go to the Attorney General if he needs to. These actions are fraud and criminal. It is immoral.

Representative Ouellet asked the County Administrator to investigate mileage policies and report back to the Delegation. The Delegation discussed holding a special non-public meeting in January to address the issue. Commissioner Brady raised concerns about the County Administrator investigating a Commissioner since the Administrator works directly for the Board of Commissioners. It was suggested that County Attorney McCormick investigate the allegations and he responded that he was conflicted too since the Board of Commissioners has oversight over his office by approving his budget. McCormick suggested that someone outside of the county conduct the investigation. Representative Tierney advised that the Attorney General's office be notified.

The total county government budget with specials was \$14,476,890.

The total appropriations were \$49,122,347.

Representative Cascadden inquired about debt service. Director of Finance Klebe replied that the debt service line item included the water system at the nursing hospital; IT infrastructure; and roof repairs at the Berlin Nursing Home. The short-term was the tax anticipation note.

Rick Dube, Pittsburg resident, questioned the lieutenant position budgeted in the Department of Corrections (DOC) budget. Superintendent Champagne replied that the department is working on opioid initiatives and the individual in this position will be involved. He noted that this did not require adding a new position but using an existing vacant position and updating the job description. The County Administrator noted that the county lacks succession planning, and this position was needed to fill that requirement. He also said that the DOC has over 350 offenders' cycle through the facility each year and Coös County has some of the highest opioid use, per capita, in the state. The redesignated position will enable DOC to do much more opioid mitigation and education. Representative Ouellet asked for a point of order. He welcomed Mr. Dube's comments, but he suggested that Mr. Dube discuss the issue further with the County Administrator if he so desires.

The anticipated revenues totaled \$49,122,347. There were no questions.

The Unincorporated Places budgets which totaled \$1,591,551.

Representative Tierney noted that a complaint was brought forward, and the Delegation must follow through with it. A special meeting will be dependent on the Attorney General's recommendation. Commissioner Brady noted

that the Commissioners will obtain an opinion on how Commissioners' mileage is paid and whether the Delegation sets the terms of the mileage.

A motion was made by Representative Ouellet, seconded by Representative Noël to adjourn the meeting at 11:54 a.m. The motion was approved in the affirmative by voice vote.

Respectfully submitted,  
*Representative Corinne Cascadden, Clerk*

## 2023 COOS COUNTY WAGES

On March 8, 2008, the Delegation supported a resolution to provide the public with gross wages of all non-elected Coös County employees. The wages listed below include base pay, overtime, shift differential, weekend premiums, longevity steps, trainer pay, attendance bonus, pay in lieu of health insurance and sick pay in excess of 720 hours or 480 hours (for employees hired January 1, 2012 or after) . Employees designated with a check mark have also received payment of accrued personal and/or sick time at the time of resignation from County employment.

Employee Names	Department/Title	Gross Wages
Accardi, John L	Court Security Officer/Sheriff Temporary Deputy	30,556.58
Adams, Kathleen D	Dietary Aide	10,557.92
√ Ahlstrin, Barbara C	Registered Nurse	33,637.91
Albert, Jill D	Registered Nurse	98,821.77
Anderson, Elizabeth	Licensed Nursing Assistant	2,346.68
Arsenault, Erin J	Licensed Nursing Assistant	11,793.14
Arsenault, Mindy S	Licensed Nursing Assistant	8,458.34
Atwood, Sabrina R	Licensed Nursing Assistant/Medication Nursing Assistant	65,317.03
Aubut, Jacqueline L	Unit Aide	37,324.57
√ Aubut, Roland D	Porter	33,739.00
Baillargeon, Gail L	Licensed Nursing Assistant/Medication Nursing Assistant	69,094.83
Baldrige, Ashley	Unit Aide	7,952.49
Bartlett, Jake L	Dietary Aide	11,532.05
Beauchemin, Arthur E	Outside Grounds Worker	28,118.50
Beaulieu, Jason L	Dietary Aide	46,437.87
√ Beaulieu, Lydia L	Registry of Deeds Staff	8,855.73
√ Beede, Lynn M	Nursing Home Administrator	230,452.33
Belanger, Denise T	Laundry Aide	21,200.98
Belanger, Louise	Nursing Home Administrator	10,009.20
Belanger, Roger F	Transfer Station Operator/Porter	15,923.07
Belleville, Sharon L	Health Information Clerk/Infection Prevention	62,784.17
Bellows, Colette M	Licensed Nursing Assistant	49,474.90
Benoit, Zachary R	Corrections Officer	58,003.81
√ Bergeron, Elaine M	Licensed Nursing Assistant	15,928.92
Berube, James	Court Security Officer	60.79
Berube, Karen	Registered Nurse	2,030.26
Bilodeau, Amanda K	Laundry Aide	18,561.49
Bilodeau, Greyson E	Licensed Nursing Assistant	1,855.18
Binette, Aurora	Licensed Nursing Assistant	15,406.12
Biron, Donna J	Licensed Nursing Assistant/Medication Nursing Assistant	387.60
Biron, Richard A	Corrections Sergeant	87,388.91
Bisson, Susan M	Activity Aide	68,061.74
Bissonnette, Christopher J	Housekeeping Aide	27,715.62
Blair, Abigail	Unit Aide	1,917.52
Blair, Jacqueline D	Unit Aide	28,800.71
Blais, Katrina	Unit Aide	8,992.26
Boisvert, Dianna	Activity Aide	40,015.22

## 2023 COOS COUNTY WAGES

Bonney, Brittany R	Business Office Staff	54,755.41
Booth, Diane A	Activity Director	77,292.09
Bouchard, Lisa M	Registered Nurse	7,405.43
Boulanger, Michelle	Licensed Nursing Assistant	5,646.32
Bourassa, Jessica	Licensed Nursing Assistant/Medication Nursing Assistant	36,812.89
Bouvier, Jr, Dennis R	Plant Manager	74,468.72
Braase, Jessica M	Registered Nurse/Supervisor	173,720.28
Brady, Mark A	County Administrator/Unincorporated Places Administrator	123,340.78
Breault, Laura E	Licensed Nursing Assistant	34,657.03
Brigham, Wanda L	Deputy Registrar of Deeds	49,682.51
Brochu, Darci S	Licensed Practical Nurse	86,473.99
Brosnan, Asa	Registered Nurse	16,325.93
Brown, Kayla	Dietary Aide	5,979.01
√ Bryant, Angel A	Licensed Nursing Assistant	14,613.88
Bulger, Shannon M	Licensed Nursing Assistant	10,707.12
Bunnell, Janet A	Registered Nurse	63,648.93
Bunnell, Nicole C	Laundry Aide	68,741.05
Burnell, Mary	Registered Nurse	5,901.70
Buteau, Irene G	Licensed Nursing Assistant	42,662.13
Cameron, Kade D	Licensed Nursing Assistant	4,406.28
Carlson, Susan E	Licensed Nursing Assistant	43,044.87
Carrier, Melanie A	Registered Nurse	8,703.80
Champagne, Benjamin H	Corrections Superintendent	114,352.35
Champagne, Jenny D	Registered Nurse	790.56
Chapman, Krystal	Licensed Nursing Assistant/Medication Nursing Assistant	72,128.25
Chapple, Carter J	Corrections Officer	6,191.18
Chapple, Mason G	Corrections Officer	19,990.57
Charest, Julie P	Licensed Nursing Assistant	44,214.58
Chevarie, Allina	Unit Aide	3,575.66
Chilafoe, Rachel M	Medication Nursing Assistant/Licensed Nursing Assistant	46,497.19
√ Chorette, Cynthia M	Licensed Nursing Assistant	39,356.83
Chouinard, Kendra A	Unit Aide	4,610.35
Christman, Laura J	Activity Aide	27,235.43
√ Cintron, Audrey M	Registered Nurse	42,333.89
√ Cintron, Wilfred J	Laundry Aide	18,121.85
√ Clark, Angela C	Resident Accounting	29,841.35
Cloutier, Ann	Licensed Nursing Assistant	3,659.52
Colerick, Rhonda M	Registered Nurse	3,691.14
Colerick, Timothy P	Registered Nurse	2,321.24
Cormier, Peter M	Dietary Aide	18,041.37
Corrow, Susan A	Legal Secretary	51,429.73
√ Costine, Aeris L	Dietary Aide	23,071.60
Cote, Sheldon R	Licensed Nursing Assistant	22,909.93
Coulombe, Francis	Housekeeping Aide	1701.16

## 2023 COOS COUNTY WAGES

Coulombe, Julia	Unit Aide	2,445.97
Couture, Arthur W	Court Security Officer	17,050.94
√ Couture, Dominick W	Dietary Aide	12,113.06
Couture, Keith R	Dietary Manager	82,941.69
Couture, Therese A	Social Services	51,917.97
Covell, Kathleen M	Laundry Porter/Laundry Aide	29,529.04
Covey, Scott E	Corrections Corporal	75,982.45
Covill, Keegan L	Corrections Officer	55,731.82
Covill, Zacharie R	Corrections Corporal	81,845.32
Coy, Tinika	Activity Aide	20,443.11
Crawford, Matthew J	Corrections Officer	535.20
Crenshaw, Aaliyah M	Licensed Nursing Assistant	5,538.27
Cross, Brian T	Corrections Sergeant	91,883.65
√ Croteau, Constance	Quality Management	172,753.41
Croteau, Martha L	Unit Aide	28,299.67
Croteau, Rachel	Licensed Nursing Assistant/Medication Nursing Assistant	49,827.20
Dandeneau, Jensyn M	Licensed Nursing Assistant/Medication Nursing Assistant	47,463.28
Davis, Savannah R	Licensed Nursing Assistant	3,040.46
Davis, Sonia M	Licensed Nursing Assistant	53,937.34
Day, Dawn M	Human Resource Generalist/Licensed Nursing Assistant	34,809.60
Day, Sandra L	Licensed Nursing Assistant/Medication Nursing Assistant	55,918.96
Day, Tabatha H	Quality Manager/Restorative Nurse/Clinical Coordinator	75,209.02
√ DeBernardo, Rosaria	Housekeeping Aide	20,651.42
√ DeBlois, Amber E	Dietary Aide	9,920.98
DeBlois, Morgan H	Human Resource Coordinator	69,798.43
DeGray, Madison C	Licensed Nursing Assistant	2,954.21
DeJackome, Ann M	Housekeeping Aide	10,090.20
Dinardo, Thomas A	Court Security Officer	15,888.58
Dion, Louise C	Licensed Nursing Assistant	8,500.75
√ Doolan, Mitchell W	Sheriff Sergeant	30,580.77
Downs, Richard E	Court Security Officer	12,727.66
Drapeau, Nora V	Licensed Nursing Assistant/Medication Nursing Assistant	66,586.93
Drew, James	Porter	8,576.10
Drew, Rodney W	Housekeeping Aide	5,200.03
√ Dube II, Richard N	Corrections Outside Corporal	102,577.38
Duguay, Elaine L	Laundry Aide	44,178.51
Duguay, Gertrude	Dietary Aide	17,353.78
Dumas, Gina	Licensed Nursing Assistant	29,139.14
Dumesnil, Allison I	Licensed Nursing Assistant	3,184.80
Dunlap, Kathleen S	Registry of Deeds Staff	10,256.41
√ Dupuis, Denise	Licensed Nursing Assistant/Medication Nursing Assistant	62,037.58
Eastman, Cheryl A	Licensed Practical Nurse	89,460.65
Edwards, Emily L	Licensed Nursing Assistant	35,910.18
Edwards, Lorna S	Laundry Aide/Housekeeping Aide	46,516.49



## 2023 COOS COUNTY WAGES

√ Edwards, Maria	Licensed Nursing Assistant	25,811.53
Eldred, Tarren S	Housekeeping Aide	3,748.50
Ellis, Desarae	Licensed Nursing Assistant	4,515.95
√ Emerson, Iris E	Sheriff Administrative Assistant	51,494.91
Enman, Keith D	Court Security Officer/Sheriff Temporary Deputy	11,911.53
Faucher, Russell C	Porter	48,349.20
Fernald, Sara D	Licensed Nursing Assistant	2,302.76
√ Filteau, Heather L	Licensed Nursing Assistant/Medication Nursing Assistant	30,832.94
√ Fish, Jennifer A	County Administrator/Unincorporated Places Administrator	142,370.07
Fodor, Tina L	Activity Aide	57,358.16
Fortier, Deborah	Housekeeping Aide	22,682.70
Fortier, Doris V	Social Services	82,740.07
Fortier, Erin J	Licensed Nursing Assistant/Medication Nursing Assistant	45,275.58
Fortin, Missy L	Housekeeping Aide	23,336.39
Fournier, Michaela S	Registered Nurse	26,520.52
Fournier, Shayna	Health Information Clerk	60,285.79
√ Fratus, Brenda L	ADON/Registered Nurse/Supervisor	60,825.83
Fritschy, Brunilda	Laundry Aide	41,767.22
Fuchs, Danielle A	Licensed Nursing Assistant	41,854.20
Fysh, Jada L	Licensed Nursing Assistant	1,068.11
Gagne, Vicky	Business Office Manager/Medicare Biller	74,758.50
Gagnon, Kim M	Health Information Assistant	50,571.30
Gagnon, Lucille J	Licensed Nursing Assistant	48,094.05
Gagnon, Monique B	Laundry Aide	40,358.09
Gallagher, Thomas W	Porter	42,000.21
Gallant, Sage E	Dietary Aide	3,550.19
Gallant, Tammy A	Registered Nurse/Clinical Coordinator	117,395.22
Gamache, Jonathan P	Assistant Dietary Manager	53,399.93
Garneau, Jason	Porter	5,289.20
Gauthier, Erin N	Business Office Staff	62,500.51
Gauthier, Richard P	Court Security Officer	14,453.20
Gebhard, Cynthia L	Activity Aide/Licensed Nursing Assistant	53,744.58
Gendron, Lynn Marie T	Health Information Clerk	53,659.54
Gilbert, Grace	Unit Aide	1,800.11
Giroux, Samuel J	Licensed Nursing Assistant	1,095.71
Gohlke, Carmen	Housekeeping Aide	5,406.33
Gohlke, Steven S	Porter	39,958.11
Goslant, Elizabeth J	Licensed Nursing Assistant	40,325.51
Goudreau, Sophia L	Accounting Assistant	46,866.06
Gould, Genna	Licensed Nursing Assistant/Medication Nursing Assistant	9,073.21
Grady, Rebecca L	Housekeeping Aide	8,849.77
√ Graham, Kyle W	Licensed Nursing Assistant	8,845.71
Graham, Teasha M	Licensed Nursing Assistant/Medication Nursing Assistant	348.50
Graves, Christine M	Clinical Coordinator	103,218.78

## 2023 COOS COUNTY WAGES

Gray, Lucie A	Dietary Aide	46,105.17
Gray, Tammy L	Registered Nurse Supervisor	82,760.43
Green, Warren D	Court Security Officer/Sheriff Temporary Deputy	25,064.08
Greenwood, Patricia L	Housekeeping Aide	28,432.60
Gregory, Alixandria P	Licensed Nursing Assistant	35,151.79
Gregory, Suzannette K	Dietary Aide	38,765.67
√ Guy, Ellen M	Licensed Nursing Assistant	67,598.29
Hall, Kendel C	Licensed Nursing Assistant	29,824.54
Hand, Sandra L	Cook/Dietary Aide	40,896.22
Hardin, Susanne	Dietary Aide	7,262.28
Harding, Tina L	Licensed Nursing Assistant	47,933.63
Harrigan, Nancee L	Licensed Nursing Assistant	51,451.26
Harrington, Sandra H	Registered Nurse	15,077.27
Harris, Linda A	Administrative Assistant	74,936.03
Harrison, Savannah L	Corrections Nurse	74,577.78
Hartlen, Pamela J	Registered Nurse Supervisor	110,825.07
Havalotti, Anthony M	Sheriff Full Time Deputy	18,629.05
Havalotti, Patricia H	Office Manager	59,048.04
Haynes, Roxanne S	Laundry Porter	55,574.87
Hedges, Laurel A	Unit Aide	1,330.32
Hibbard, Rose M	Accounting Assistant	67,152.24
Hibbard, Susan L	Licensed Nursing Assistant/Medication Nursing Assistant	44,186.71
Hickey, Teah L	Dietary Aide	22,097.55
Hodge, Ashley A	Director of Nursing	34,488.27
Hodge, Janessa S	Licensed Nursing Assistant	1,908.74
Holt, Michael I	Environmental Services Manager	92,764.29
Homer, Josiah R	Assistant Dietary Manager	11,283.14
Honkala, Tina M	MDS Coordinator	70,145.03
√ Hook, Maya B	Licensed Nursing Assistant	11,727.79
Houle, Deborah A	Transport Aide/Licensed Nursing Assistant	50,786.32
Houle, Nicole M	Licensed Nursing Assistant	41,683.15
Howard, Susan M	Licensed Nursing Assistant	41,334.86
Howcroft, Sophia R	Dietary Aide	16,173.91
Howcroft, Tracy A	Cook	52,267.18
√ Howe, Samantha M	Licensed Nursing Assistant	22,189.67
Howe, Savannah M	Registered Nurse	1,837.69
Hughes, Amanda G	Licensed Nursing Assistant	9,782.76
Hughes, Nancy J	Director of Social Services	84,839.37
√ Hughes, Paige D	Licensed Nursing Assistant	24,613.21
Hughes-Cross, Stephanie J	Registry of Deeds Staff	12,517.88
Hurley, Robin E	Housekeeping Aide/Laundry Aide	21,842.93
Huter, Jason A	Court Security Officer/Sheriff Temporary Deputy	21,415.79
Inkel, Alexis B	Licensed Nursing Assistant	3,399.89
Inkell, Suzanne M	Dietary Aide	13,842.24

## 2023 COOS COUNTY WAGES

Ivey, Karen	Licensed Nursing Assistant	2,905.28
Jameson, Tanya L	Licensed Nursing Assistant	12,617.75
Jaycox, Barbara J	Dietary Aide	11,385.73
Jeffers, Sandra L	Licensed Nursing Assistant	18,893.82
Jeffers, Vincent M	Restorative Aide/Licensed Nursing Assistant	57,973.58
Jensen, Rolfe	Court Security Officer	26,069.22
Johns, Ariana G	Licensed Nursing Assistant	2,076.41
Johnson, Rita M	Housekeeping Aide/Housekeeping Porter/Laundry Aide	44,342.55
Jondro, Rose M	Laundry Aide	36,711.87
Jones, Grace S	Licensed Nursing Assistant	38,760.55
Jones-Pinette, Sandra	Licensed Nursing Assistant/Medication Nursing Assistant	1,132.62
Joyce, Kimberly A	Licensed Nursing Assistant	51,078.79
Joyce, Laura J	Licensed Nursing Assistant	6,741.54
Judson, Jewel	Unit Aide	5,105.40
Kelsea, Tyler J	Corrections Officer	55,123.81
Kelty, Cheyenne M	Porter	34,109.62
Kenison, Lillian R	Registry of Deeds Staff	9,860.98
Kennett, Patrick J	Dietary Manager	71,085.39
√ Kenney, Liane J	Licensed Nursing Assistant	16,397.73
Keyser, Alexis E	Dietary Aide	24,177.56
Keyser, Cheyanne E	Dietary Aide	37,171.99
Keyser, Jennifer M	Dietary Aide/Cook	26,581.75
Kimball, Terry M	Transport Aide/Licensed Nursing Assistant	59,315.11
Kimber, Richard H	Court Security Officer	1,280.65
Klebe, Carrie A	Director of Finance	122,926.10
Labbe, Shauna M	Medication Nursing Assistant	70,710.65
Labelle, Ashlie E	Dietary Aide	32,816.23
Labelle, Christine A	HR Manager/Assistant to the Administrator	76,331.86
Labrecque, Diane R	Dietary Aide	2,108.10
Lacasse, Lucille A	Housekeeping Aide	35,214.61
Ladd, Ginette L	Accounting Assistant	19,273.81
Laflamme, Danielle C	Dietary Aide	41,500.24
Laflamme, Jenna M	Unit Aide	16,045.78
Lam, Richard K	Cook	56,058.63
Lambert, Priscilla D	Accounting Assistant	25,612.07
Lamontagne, April	Registered Nurse/Supervisor	45,094.56
Lamontagne, Sylvain	Transfer Station Operator	18,327.85
Lanciani, Wendy L	Housekeeping Aide/Laundry Aide	40,316.13
Langlois, Sarah E	Medical Services Coordinator	73,760.76
Lanteigne, Susanne L	Director of Nursing	139,621.21
√ Lapointe, Andre C	Dietary Aide	17,201.66
Laro, Melinda M	Medication Nursing Assistant	58,790.84
Laverty, Ross J	Corrections Officer	61,215.10
Lavoie, Nell V	Cook	41,952.12

## 2023 COOS COUNTY WAGES

	Leblanc, David J	Environmental Services Assistant Manager	74,301.33
	Leblanc, Jacqueline	Payroll	55,439.84
	Leggett, Sandra D	Registered Nurse	164.52
	Leigh, Alan S	Maintenance Worker	62,866.02
√	Leighton, Helena M	Medication Nursing Assistant	10,699.80
	Lemoine, Jeffrey M	Detective	59,488.00
	Lemoine, Michelle	MDS Coordinator/Registered Nurse	85,765.97
	Lepage, Joanne M	Unit Aide	37,432.85
	Lesperance, James B	Corrections Corporal/Community Programs Corporal	72,805.22
	Letellier, Emily B	Dietary Aide	6,066.10
	Leveille, Drake A	Unit Aide	12,212.34
	Lewis, Spenser I	Dietary Aide	29,596.76
	Lewis, Victoria	Licensed Nursing Assistant	6,144.48
	Lewis, Whitney R	Conservation District Administrator	38,934.42
√	Luciano, Alanna M	Dietary Aide	9,010.52
	Ludwick, Aczariah M	Dietary Aide	17,021.85
√	Lyons, Kirsten F	Director of Nursing	52,077.82
√	Madore, Jules A	Transfer Station Operator	3,897.57
	Major, Amber R	Licensed Nursing Assistant/Medication Nursing Assistant	48,035.96
	Maple, Adyllynn J	Activity Aide	19,939.66
	Marchand, Heather M	Housekeeping Aide	21,146.86
	Marcou Jr, Gerald P	Sheriff Chief Deputy	32,527.50
	Marquis, Beth M	Health Information Clerk	51,802.09
	Marquis, Kara S	Activity Aide/Licensed Nursing Assistant	51,523.05
	Marquis, Louise L	Registered Nurse	6,797.20
	Marsh, Brandon W	Corrections Officer	59,419.38
	Masters, Rebecca S	Licensed Nursing Assistant	10,250.51
	Mathieu, Renald J	Licensed Nursing Assistant	50,703.64
	Mathieu, Sylvie A	Dietary Aide	38,127.31
	Maurais, Nadia J	Unit Aide	131.32
	Mcallister, Laura L	Licensed Nursing Assistant	30,140.91
	McComiskey, Heidi J	Licensed Practical Nurse	4,281.26
	McKeage, Emma P	Licensed Nursing Assistant	1,607.75
	McKinnon, Terry A	Licensed Practical Nurse	7,858.36
√	McLaughlin, Sally A	Dietary Aide	31,468.49
	Melendy, Kurt A	Maintenance	20,075.39
	Meunier, Devin T	Activity Aide	30,493.94
√	Meunier, Dorothy A	MDS Coordinator	25,204.34
	Mills, Ellen E	Activity Aide	37,171.13
	Mills, Laura A	Nursing Hospital Administrator	151,402.79
	Milne, Alyssa M	Licensed Nursing Assistant/Medication Nursing Assistant	49,725.24
	Mitchell, Jessica A	Licensed Practical Nurse	4,371.54
	Mitchell, Kimberly F	Licensed Nursing Assistant	745.43
	Montelin, Maegan M	Licensed Nursing Assistant/Medication Nursing Assistant	59,821.89

## 2023 COOS COUNTY WAGES

Morales, Cristal	Dietary Aide	5,806.09
Morneau, Lucien M	Dietary Aide	14,868.59
Morneau, Rosalee G	Dietary Aide	31,986.02
Mortenson, Melinda J	Activity Aide	47,145.78
Nadeau, Gail A	Housekeeping Aide	51,229.08
Nadeau, Jessica P	Licensed Nursing Assistant/Medication Nursing Assistant	50,893.59
Ndegwa, Olivia L	Licensed Nursing Assistant	1,618.37
Nelsson, Sharon	Registered Nurse	7,484.69
√ Nelsson, Shawna L	Licensed Nursing Assistant/Medication Nursing Assistant	40,196.96
Newell, Natasha L	Licensed Nursing Assistant	40,549.24
Nolet, Lucy R	Housekeeping Aide	36,798.87
Noyes, Emily M	Licensed Nursing Assistant	34,644.82
Noyes, Mary M	Dietary Aide	45,542.21
Nugent- Grant, Marion J	Licensed Nursing Assistant	25,838.90
√ Nugent, Gail D	Registered Nurse	46,558.19
Olson, David A	Corrections Nurse	103,288.83
√ Owen, Stephanie L	Porter	163.42
Paquette, Arlene T	Licensed Nursing Assistant	28,406.62
Parent, Joanne S	Cook	58,149.92
Parker, Marie M	Activity Director	71,189.44
Patenaude, Candy L	Licensed Nursing Assistant	6,995.86
Patenaude, Kalie M	Licensed Nursing Assistant	6,221.55
Patry, Richard R	Dietary Aide	22,746.75
Pelletier, Sally J	Accounting Assistant	62,806.80
Pelletier, Sandra	Licensed Practical Nurse	11,212.69
Peloquin, Debra A	Unit Aide	37,905.29
Pemberton, Jodie	Activity Aide	12,185.81
Perreault, Luc R	Sheriff Full Time Deputy	71,948.02
Perreault, Nicole L	Licensed Nursing Assistant	19,497.01
Perry, Linda M	Dietary Aide	43,670.63
√ Perry, Louise A	Licensed Nursing Assistant	42,532.96
Peters, Naomie L	Scheduling Coordinator	64,231.12
Plourde, Richard D	Sheriff Temporary Deputy	1,981.25
√ Poulin, Bethany A	Quality Manager/Registered Nurse	32,824.52
Poulin, Claire A	Health Information Clerk	55,225.45
Presby, Bradley E	Court Security Officer/Sheriff Temporary Deputy	465.79
Purrington, Garrett B	Corrections Officer	58,816.56
Qualter, Erin E	Victim/Witness Coordinator/Investigator	54,224.28
Rainville, Katie L	Licensed Nursing Assistant	635.30
Reilly, Jamesetta	Licensed Nursing Assistant	38,817.87
Rella, Jason P	Corrections Sergeant	84,491.88
Reynolds, Nicole P	Licensed Nursing Assistant	4,117.29
Reynolds, Theresa M	Court Security Officer	23,175.93
Rich, Roze M	Registered Nurse	61,999.08

## 2023 COOS COUNTY WAGES

Ricker, Isabella A	Dietary Aide	945.14
Riendeau, Ryan	Dietary Aide	3,304.96
Riff, Sierra C	Unit Aide	131.32
Rincon, Anthony	Dietary Aide	2,274.45
Rincon, Patricia	Registered Nurse	956.48
Roberge, Elizabeth	Unit Aide	1,128.45
Roberge, Keith L	Sheriff Captain	105,097.25
Roberge, Zachary	Porter	2,637.40
Rodrigue, Guylaine J	Activity Aide	4,132.31
Rodrigue, Richard G	Maintenance Worker	52,528.75
Rodrigue, Sage M	Staff Development Director	76,688.86
Ross, Shauna M	Housekeeping Aide	29,569.52
Rossitto, Christa C	Licensed Nursing Assistant	711.56
Roy, Cheryl	Licensed Practical Nurse	39,587.27
v Roy, Courtney L	Licensed Nursing Assistant/Medication Nursing Assistant	14,352.10
Roy, Donna J	Restorative Aide/Licensed Nursing Assistant	46,687.11
Santy, Candice A	Director of Social Services	85,041.69
Secinore, Gayle D	Dietary Aide	57,506.42
Secinore, Lindsey M	Licensed Nursing Assistant/Medication Nursing Assistant	2,117.83
Sevigny, Nona Rae	Dietary Aide	41,911.64
Sheldon, Charles S	Housekeeping Porter	48,281.22
Shevlin, Stephen M	Unit Aide	3,466.82
Shevlin, Suzanne M	Registered Nurse/Clinical Coordinator	143,230.96
Skaradosky, Mary M	Laundry Aide	23,177.22
Slack, Aaron	Licensed Practical Nurse	138,394.27
Smart, Jordan T	Dietary Aide	34,492.64
Smart, Victoria L	Director of Housekeeping/Laundry	49,991.68
Smith, Amy E	Registered Nurse/Assistant MDS Coordinator	84,773.61
Smith, Barbara G	Licensed Nursing Assistant	604.30
Smith, Melissa P	Licensed Nursing Assistant	49,021.71
Smith, Pamela Jean T	Registered Nurse	76,275.65
St Onge, Denise D	Laundry Aide	15,899.10
St. Onge, Donna L	Porter	83,906.99
St. Onge, Jennifer L	Activity Aide	68,551.96
Stacey, Jessica	Dietary Aide	267.99
v Stapleton, Eoin J	Sheriff Full Time Deputy	46,511.38
Stephenson, Simon	Dietary Aide	5443.55
Stewart, Lisa A	Licensed Nursing Assistant	36,135.25
Stroffoleno, Meghan E	Victim/Witness Clerk/Legal Secretary	34,466.84
Sweatt, Karissa M	Licensed Nursing Assistant	1,638.25
Swift, Jessica M	Cook	52,730.71
Tallmage, Sabrina J	Unit Aide	61.80
Tardif, Randy S	Maintenance	12,394.74
Tardif, Susan L	Licensed Nursing Assistant	22,012.22

## 2023 COOS COUNTY WAGES

Therriault, Alexander	Licensed Nursing Assistant	11,101.82
√ Therrien, Iva M	Housekeeping Aide	12,138.90
√ Thibault, Maja K	Licensed Nursing Assistant	34,974.02
Thibault, Michelle J	Registered Nurse	5,130.15
Tholl Jr, John E	Court Security Officer/Sheriff Temporary Deputy	29,343.29
Tibbetts, Brenda	Dietary Aide	8771.32
Tolley, Elizabeth G	Unit Aide	207.64
Trammell, John R	Court Security Officer/Sheriff Temporary Deputy	8,767.50
Trant, Cheryl M	Licensed Nursing Assistant	66,186.72
Turner, Andrea	Registered Nurse/Supervisor	9,253.01
Turner, Lorraine E	Unincorporated Place Cemetery Maintenance	100.00
√ Viens, Jacob L	Porter	15,482.80
Viens, Sharon L	Licensed Nursing Assistant/Medication Nursing Assistant	792.18
Viens, Tina	Assistant Dietary Manager	871.08
Villeneuve, Deeanna D	Licensed Nursing Assistant	45,775.98
Villeneuve, Korin M	Licensed Nursing Assistant/Medication Nursing Assistant	43,961.48
Villeneuve, Sandra	Wound Nurse/Registered Nurse	48,202.02
Viscido, John A	Assistant Attorney	56,761.06
Von Dohrmann, Albert S	Court Security Officer/Sheriff Temporary Deputy	55,564.52
Walker, Cassandra A	Licensed Nursing Assistant/Medication Nursing Assistant	48,466.95
Warren, Lynn A	Staff Development Supervisor	93,533.05
Warren, Shaina N	Licensed Nursing Assistant/Medication Nursing Assistant	37,824.95
Washburn, Louise R	Licensed Nursing Assistant	51,900.35
Weir, Harlee W	Corrections Officer	29,220.42
Wharem, Skylar R	Registered Nurse	2,705.89
Wheeler, Angela F	Licensed Nursing Assistant	53,346.81
Whitaker, Scott J	Assistant Attorney	81,088.00
Whitaker, Tori L	Restorative Aide/Medication Nursing Assistant	108,436.62
White, Joshua P	Sheriff Full Time Deputy	48,985.62
Williamson, Scott R	Corrections Corporal	67,499.75
Wilson, Connor	Unit Aide	2,305.53
Woods, Julie A	Dietary Aide	29,872.89
Wright, Kristina M	Dietary Aide/Cook	39,261.89
Yourison, Gail A	Restorative Nurse Coordinator/Licensed Practical Nurse	88,580.09
		15,503,040.13

## COÖS COUNTY CONSERVATION DISTRICT Annual Report 2023

### What is a Conservation District?

On February 27, 1937 Franklin D. Roosevelt sent a letter to all state governors urging the passage of state legislation to create a soil conservation district program. The reason for this program was due to the devastating soil erosion conditions from the great Dust Bowl of the 1930's. Roosevelt's actions provided landowners with the ability to organize conservation districts as local governmental subdivisions of the state. Forty-five states enacted such laws before the statewide New Hampshire soil conservation district was created in May of 1945. By 1946, and currently each county in NH had its own conservation district.

### The Coos County Conservation District:

**Our mission is to coordinate from all available source's public and private, local, state and federal in an effort to develop locally driven solutions to natural resource concerns.**

### State Conservation Committee Approved Supervisors:

- Haven Neal, Chairman – Berlin
- Kris von Dohrmann, Co-Chair – Jefferson
- Bert von Dohrmann – Jefferson
- Scott DeBlois – Columbia
- Keith Robinson – Pittsburg

### Associate Supervisors:

- Joseph Homer – Lancaster
- David Falkenham – Lancaster
- Brendan Prusik – Columbia

### Staff:

- Whitney Lewis, District Manager – Milan

### Partners:

- Kelly Eggleston, Resource Conservationist, Natural Resources Conservation Service – Lancaster
- Ray Berthiaume, Coös County Forester, UNH Cooperative Extension – Lancaster
- William Hastings, Food & Agriculture Specialist, UNH Cooperative Extension – Lancaster

### 2023 Program Highlights:

- Climate Resilience Grants to Farmers via all NH State Conservation Districts:
  - Over the course of two years, we have successfully granted \$40,000 to six farms and are looking to grant another \$30,000 this year to farmers to support their farms during climate change!
- Land Conservation:
  - After 60 inquiries from landowners and years of collaboration with Land Trusts, we are happy to announce that the Ammonoosuc Conservation Trust now expands into Coos County! They have hired two part-time positions based specifically for land conservation projects in Coos. Eight landowners from Coos also serve on their boards for county



representation. Currently there are approximately 800 acres they are working on conserving, with more landowner interests!

- Fundraisers:
  - Each spring and fall we offer a plant sale, consisting of bulbs, fruit shrubs, vegetables, alliums, seed potatoes, herbs, etc. Orders can be placed online February to April for May pick up & planting and August to September for October pick up & planting.
  - We are happy to donate part of our ordered stock to TapRoot for the food to be grown in the Community Garden and then harvested to be given to the local food pantry.
- Equipment Rentals:
  - We host workshops for landowners, farmers, gardeners, and school CTE programs to showcase how to utilize our trailer full of hand tools, demo and rent our Wood Ash/Lime Spreader, and our No Till Drill.
- Partner with UNH for Seedlings to Schools Program:
  - The District Manager and board of supervisors are happy to deliver seedlings from the NH State Forest each spring to all Coos County elementary students and host a short workshop on the importance of forest conservation!
- Partner with NRCS:
  - Each year we work together to host a Local Working Groups session where landowners can voice their opinion on what areas of conservation should be considered a top priority in the County. Feedback from this session is brought to the NRCS State Conservationist where federal conservation programs/funding are created to assist landowners.
- Erosion Control Workshop:
  - We offer this workshop for landowners, soil scientists, and septic designers and installers who are seeking professional development hours to fulfill their state certification. This year we were happy to have had just shy of 50 individuals participate! Guest speakers included: NH DOT, Trout Unlimited, NRCS, UNH Cooperative Extension, and EJ Prescott. Attendees were excited to have a catered BBQ lunch on site by the White Mountain Chalet.
- School Programs:
  - Each year we plan a Woods Day around Earth Day for elementary students in central Coos, where they are also able to meet conservation professionals and learn about soil science, wildlife habitat and management, forestry, map and compass, wildlife firefighting, and conserving and preserving New Hampshire's resources! This year we were happy to have just over 100 children ages kindergarten to sixth grade participate. Guest speakers included professionals from NH Fish & Game, UNH Cooperative Extension, NH Forest & Lands and the local fire department.
- North County Conservation Series:
  - We are super happy to add to our Podcast Series highlighting the awesome work of conservation professionals in Coos County! Episodes highlight a conservation officer,

fisheries biologist, forester, dairy farmer, soil scientist, and a generational family livestock farmer. Listen to them on our website!

- UC CISMA:

- The District partners with NH Fish & Game, VT Fish & Wildlife, Essex County Natural Resources Conservation District, UNH Cooperative Extension along with county municipalities to perform work in the Upper Connecticut Cooperative Invasive Species Management Area, which encompasses 900,000 acres. The UC CISMA spans from Pittsburg, NH down to Lancaster, NH, including the Vermont side of the Connecticut River as well. The goal of this partnership is to target invasive plant species, (such as Japanese Knotweed, Oriental Bittersweet, Phragmites, Garlic Mustard), to preserve and restore native biodiversity to the landscape to support the balance of food chains and ecosystems and assist landowners/municipalities in management/treatment to decrease the spread of infestations on their property and overall, throughout the county.
- Since 2017 there has been ~400 private and publicly owned locations where invasives have been treated. ~300 of the sites have received two treatments, and eradication was achieved at 100 sites, which often requires three or more treatments for full eradication.
  - The District saw the need and received a grant via NHACD/NRCS this year where we were able to fund a part time seasonal position to complete boots on the ground work in the county, specifically in Lancaster.
  - We are partnering with the UC CISMA on another grant to fund a full-time position for the next three years to assist with continued work on invasive species management in the county and in Vermont.

- Donations for Children:

- We are thrilled to donate conservation-based toys to the Coos County Toys for Kids Program located in Berlin for families and children in need of a special Christmas from "Santa". This year we donated 21 toys for children ages 6 months to 15 years old in hopes to inspire children's interest in agriculture and forestry! We also collaborated with the Christmas for Kids Program in Pittsburg and were able to send a car full of toys up to their children. The Berlin program was able to give to 351 children this year and 100 children from the program in Pittsburg.

**\*In memory of John Scarinza of Randolph, CCCD Supervisor for 13 years \***

We were grateful to have you apart of the board and will greatly miss you!

Coos County Conservation District  
4 Mayberry Lane  
Lancaster, NH 03584  
Email: [da.cccd@gmail.com](mailto:da.cccd@gmail.com)  
Office Phone: 603-503-9014  
Facebook Page: [www.facebook.com/CoosCCD](http://www.facebook.com/CoosCCD)  
Website: [www.cooscountyconservation.org](http://www.cooscountyconservation.org)



*\*For more information, please email the District Manager to be signed up for our once a month electronic newsletter\**