

EXECUTIVE COMMITTEE FY10 BUDGET REVIEW

Administration Building  
3855 Dartmouth College Highway  
North Haverhill, NH  
Monday June 15, 2009

PRESENT: Representatives Mulholland, Williams, Aguiar, Preston, Ford, Ward, Gionet, Friedrich and Laliberte, Commissioners Cryans, Richards and Burton, Executive Director Clough and Secretary Jeri Martino.

OTHERS PRESENT: Rep. Ladd, FM Kimball, Supt. Libby, Atty. St. Hilaire, Ofc. Mgr. A. Farina, HSA Bishop and ITM Ruggles.

Rep. Mulholland called the meeting to order at 9:10 AM

FARM: Rep. Mulholland (FM Kimball present)

Rep. Mulholland reviewed the Farm budget. FM Kimball said he has cut the herd by ten cows and will be cutting another ten in the upcoming budget.

The capital expenses have been reduced from last year but a new, used Farm truck will be purchased.

Revenues are down due to the price of milk and in FY10 milk is budgeted at \$15 per 100# weight.

The Farm will be increasing the number of piglets which are currently being sold at \$65 each.

There will be no wood for sale this year.

Rep. Preston asked about the wood and FM Kimball said that there would probably not be a wood cut this year and he didn't think the farm made that much money on it anyway.

Rep. Williams asked how many inmates are used on the Farm and FM Kimball replied that he usually has five inmates in the barn and an additional four, five days a week. While they were haying they had eleven inmates with them. There is one inmate used at the Farmstand and inmates are also used for picking crops.

Commissioner Cryans said that Supt. Libby had provided them with a list of inmate hours calculated at an hourly wage of \$7.25 for the work. The following are totals for an 11 month period:

Milk/Haying/Chores etc.  
19,438 inmate hours @ \$7.25 = \$141,000

Rep. Williams suggested that with that figure, it costs about \$400K to run the Farm.

Rep. Friedrich said that she wanted to note that even if milk were up to \$20, the Farm would still be losing money.

Rep. Williams asked if the Farm would ever be on a pay as you go basis or will it be at a cost every year. FM Kimball said that that in the twenty-eight years that he has been on the Farm, it has only made money perhaps ten of those years. He said that he is working to produce more revenue by cutting back on the milk production and adding more crops.

Rep. Preston asked when the last time was that the cows were grazed and FM Kimball said the mid 1980's. He said that they stopped because of the loss of land to do so. He said grazing was more productive because the milk production came from the food on the land. Right now he has 25 acres of crop land.

Rep. Aguiar questioned how the Farm is covered regarding man hours and FM Kimball explained.

Commissioner Richards talked about the return to the land movement and niche marketing and the possibility of changing the Farm.

There was a discussion about inmate supervision.

Rep. Williams said he supports progressive changes to the Farm.

COUNTY ATTORNEY ~ Rep. Ford (Attorney St. Hilaire present)

Rep. Ford did a breakdown of the Atty's Office and said that there was \$12K less in personnel costs.

Next was the Violence Against Women Act budget which is funded primarily by a grant. Atty. St. Hilaire spoke briefly about this program and how it ties in with the Victim Witness program, which is also additionally funded by grant money.

Atty. St. Hilaire discussed the rise in crime rates which equate to more cases. He said that coming in with a level budget this year was very difficult but said they can likely manage for a year.

The medical referee line was discussed which is out of the control of the County. Atty. St. Hilaire discussed how autopsies are determined, which is by the state, and that each time a medical examiner is called in, the County pays a fee. The state pays for the autopsies.

Rep. Preston asked Atty. St. Hilaire his opinion on gambling coming into the state and he said that he was very opposed to it, stating crime and other additional costs. Rep. Gionet said he was sorry to hear that as he was in favor of it bringing in new revenue. There were discussions between those who agreed and disagreed.

Rep. Ladd asked how the reduction in police officers affect the Attorney's Office and Atty. St. Hilaire said that he would probably not even see certain cases.

There was a discussion about the Child Advocacy Center and the work they do.

Rep. Williams asked how many police officers were needed per capita and Atty. St. Hilaire said he wouldn't know that and referred the Representative to the Chief's of Police for that answer.

There was a discussion about the investigative services and Atty. St. Hilaire said that the hours had been cut back but that person has done an incredible amount of work and has been a great help.

Rep. Mulholland thanked Atty. St. Hilaire for being such a wonderful attorney and then asked why he wanted that job. He replied that he was proud to be a prosecuting attorney and is very grateful to his staff and all their hard dedicated work. He did add that wavering County pay scales lead to attorneys that tend to wander and that right now Grafton County is competitive but is degrading and he thinks that is due in part to the economy.

#### CORRECTIONS ~ Rep. Ward (Supt. Libby present)

Rep. Ward began by noting that Supt. Libby had a \$43K budget increase adjustment from last year which came from an error in calculations.

There was a discussion about the GED instructors and Supt. Libby said that last year the State stopped funding special education. He then requested that the Commissioners fund the line for GED instructors, which they did, and this has resulted in 44 inmates receiving their GED thus far. He said that increased education leads to a lower recidivism rate which is far greater than the state's. So far only 3 out of 44 people who have received their GED have returned to Jail. He said that there will be arrangements to do some job planning in the new facility.

The cost of meals has been reduced by .50 each which is due to a collaborative effort between the Nursing Home Administrator and Supt. Libby.

The Jail is now doing their own laundry in the female section. Washers and dryers have been put in and there is a reduction in laundry fees which are done at the Nursing Home. The new facility will have washers and dryers in both the men and women's section.

There was a discussion about the reduction in the cost to medical/dental and Supt. praised his medical coordinator saying that having her there has made a big difference. She now monitors the inmates and the facility is non-narcotic medications only.

There was a discussion about stainless steel toilets that were purchased and Supt. Libby said they could be sold or perhaps installed in the new facility, and that they were purchased to have on hand when needed.

#### COMMUNITY CORRECTIONS

Supt. Libby explained that Community Corrections handles Drug Court supervision, electronic bracelet monitoring, work release, community work program and operation impact.

There was a discussion about electronic monitoring and the role that the police departments play in the program.

## GOVERNORS COMMISSION GRANT

This grant covers a substance abuse counselor and funds consultants (Headrest)  
This year the grant was cut down to \$69K and the Commissioners have agreed to budget funds for remaining amount to level fund from last year. Supt. Libby said that the State confiscated the money which comes from the sale of alcohol and is supposed to be used specifically for this program. The County will be funding approximately \$12K for this program.

## CORRECTIONS REVENUE

Rep. Friedrich wanted it noted that she opposed the County making money off of inmates and specifically their use of the telephone. She also opposed charging inmates for the electronic bracelets. Rep. Ward said that the bracelets were an elected benefit and that inmates did not have to participate if they chose not to. Rep. Ford suggested looking at it as monitoring fees. Supt. Libby said that fees are always charged which include medical co-pays and such. Fees are resource based.

11:15 AM The Executive Committee took a brief break

11:25 AM The Executive Committee resumed their meeting.

## HUMAN SERVICES ~ Rep. Ford (HSA Bishop was present)

Other than personnel costs this budget is primarily mandated by the state. At present there is only HSA Bishop in this department as the responsibilities have diminished in the way of juvenile care.

Incentive funds are now going to be taken over by the State as well and are no longer being done by the Counties. Rep. Ford said that she sees this as a huge issue particularly for Coos and Grafton County and she wanted the other Representatives to be aware of it. Rep. Williams said that he is sorry to see that they have lost local control. HSA Bishop explained how incentive funds were done before and how they will now be done.

There was further discussion about this issue.

HSA Bishop said that she sent letters out to all the agencies that had applied to the County so that they would be informed.

Commissioner Cryans said that with it being done by the state, he can't see the money getting disbursed on a local level as it had in the past nor coming back to Grafton County. Rep. Ford suggested keeping an eye on it.

Rep. Williams asked what HSA Bishop now handles in the department since many of the responsibilities have been eliminated. She replied that she process some bills, still does some administration for the current incentive funds and that she is also working with the Executive Director on some special projects.

12:00 PM The Executive Committee broke for lunch.

12:18 PM The Executive Committee resumed their meeting.

IT DEPARTMENT ~ Rep. Mulholland (ITM Ruggles present)

Rep. Mulholland said that the Commissioners approved increasing the part-time person from 20 hours to 32. She said that the IT budget is similar to the Maintenance budget in that it allocates out to all the other departments. She said that given the size of the campus and the amount of technology, this department is stretched.

The T-1 line that was used through UNH to operate the internet has been removed from use and ITM Ruggles had fiber optic run in order to use Charter Communications. This has saved the County approx. \$350 a month.

ITM Ruggles discussed all the things he has implemented including free office software which saves on licensing.

Rep. Ward asked about contracted services and not having that line expended. ITM Ruggles said that there is still a plan to do the project, which is running more fiber optic lines over to the Sheriff's Dept. He said that he will ask to encumber the money. Rep. Ward asked if he was planning to add more money to that line and ITM Ruggles said that he was and that this was planned to be a two year project but lack of time due to other issues has prohibited him from getting to it this year however.

Rep. Williams asked if outside contractors had been reduced since his arrival and he said that his department has replaced the need to have most of them.

Rep. Ward asked about costs in the repair and maintenance line and ITM Ruggles said that a large amount was put in that line for repair on some laptops that the Sheriff's Dept has and whose warranties had been exhausted.

ITM Ruggles asked that the committee bear in mind that the IT Dept. is fairly new and that he is still finding his way.

Rep. Mulholland said that she is still of the mind that the part-time person be made full time and thought that the cost of that would be an additional \$28K.

Rep. Williams moved to approve the minutes from May 18, 2009, which was seconded by Rep. Aguiar. All were in favor.

12:45 PM Commissioner Richards was excused.

Rep. Williams moved to approve the budget minutes from June 8, 2009, which was seconded by Rep. Preston. All were in favor.

OTHER BUSINESS

Rep. Gionet had a question about one of the Commissioners' meeting minutes regarding something that the NH Administrator has said. Director Clough said it had to do with the Medicaid auditor and the Administrator's opinion of that person.

Rep. Gionet then questioned another issue about retirement and Commissioner Cryans said that he would prefer to address that next week after the matter had been dealt with as it was a personnel matter that the Commissioner did not feel was appropriate to discuss at this time.

Rep. Aguiar stated that he was uncomfortable about people going on and giving glowing accolades to a department head during the presentation. He said they were there to deal with the budget and didn't think this was the appropriate place for it.

Rep. Aguiar also stated that there is money in the budget for the County Attorney's longevity and that he had not been a previous employee of the County. In the past it was explained that some of the elected officials received longevity because they were employees of the County prior to their being elected. He said that there were a number of practices that the County engaged in that he did not care for and that just because it had been done in the past did not mean that it needed to continue.

There was a discussion about longevity for elected officials and longevity for regular County employees.

Commissioner Cryans said that he was in favor of longevity and that it allowed the County to reward people who have been here over six years. He said that there are 250 employees who have been with the County four years or less. He said this issue has come up every year and either you love it or you hate and he was aware that Rep. Aguiar didn't like it.

Rep. Aguiar said that he understood there was going to be a report on longevity, although he has not seen one.

There was a discussion about what authority the delegation had and whether or not it was within their power to eliminate longevity. Director Clough said that the delegation has control over the final budget but that they do not set or control policies. She said that if the delegation chose to eliminate the total amount for longevity, the Commissioners at their discretion, could remove that amount from other areas and still give employees longevity.

Commissioner Cryans said that his concern was for the regular employees but if the delegation wanted to eliminate longevity for elected officials that would be fine with him. Rep. Williams thought there should be a discussion about longevity for elected officials. Rep. Laliberte asked what other Counties do in the way of longevity and Commissioner Cryans said that he did not know.

Commissioner Cryans said that it would not seem fair to anyone currently in the system to be affected by this. Rep. Aguiar said that he thought there was a place for longevity with someone who was maxed out with no further possibility for pay, but not other than that.

Director Clough informed the committee that the Commissioners voted to increase the Deed's revenue line for fees by \$50K

Rep. Ward asked Director Clough for information for next meeting including the amount of the undesignated fund balance, stimulus money status and the new Medicaid rate.

Rep. Ward asked the committee if everyone was in agreement with leaving \$1 in the incentive fund line in the event that the incentive fund money does come back to the County, which they all agreed upon.

1:11 PM. Rep. Ford moved to adjourn which was seconded by Rep. Gionet. All were in favor.

Respectfully submitted,

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Phil Preston, Clerk