

GRAFTON COUNTY COMMISSIONERS' MEETING

Budget Reviews

Board of Commissioners' Office

North Haverhill, NH

Thursday, March 5, 2009

PRESENT: Commissioners Michael Cryans, Ray Burton and Martha Richards, Financial Coordinator Susan Cunningham, Executive Director Julie Clough and Secretary Jeri Martino.

Commissioner Cryans called the Meeting to order at 9:05 AM.

SHERIFF'S DEPT: Sheriff Doug Dutile, Captain Paul Leavitt, Communications Director Tom Andross and Lieutenant Chad Morris were in attendance to present their budget to the Commissioners.

The Sheriff has increased transport hours to the towns in an attempt to help everyone out. The Sheriff said he would like to be able to continue with the SOU and has worked hard to keep the budget tight.

Salaries reflect step increases but no cost of living increase.

Lt. Morris said that social security, life and health insurance, retirement and workers comp. have all increased but those increases are not within anyone's control.

DISPATCH: Director Andross said that they have reduced 3rd person coverage by four hours. Equipment and repair has increased. The overall Dispatch budget has decreased slightly.

SHERIFF'S CAPITAL OUTLAY:

Additional items for capital outlay this year are the community notification system, voicemail system (which is a replacement for a broken system) and an audio recorder.

Commissioner Richards said that she would like to see some tightening up in education and conference, office supply and out of state mileage lines. She said that she would also like to look at purchasing 1, 2 or no new vehicles this year instead of the 3 the Sheriff has requested.

Commissioner Burton asked about legislation that may result in a pass down from state to the County and Sheriff Dutile said that there is legislation that would pass the Court Security responsibility on to the Sheriffs. Right now the Court only pays \$65/day for Court Security officers and it is very difficult to recruit help for 8 hours at \$65/day.

Commissioner Burton asked about electronic training and Director Andross there is no interactive video in the building but they do use Littleton. Lt. Morris said that there are some basic online courses for part time deputies.

Capt. Leavitt said that the accreditation program is valuable as a defense for liability insurance in that there is ever an incident. He said there are 109 standards and that it is

quite a process. He hopes the program will be completed by September of this year.

Commissioner Burton asked if there were any pending lawsuits against the Sheriff's Dept and Capt. Leavitt said no.

Commissioner Burton said that the Sheriff's Department continues to receive high marks for their work.

Commissioner Cryans said that the goal this year is to preserve jobs in a very difficult year and that he would like to see zero increases. He suggested maybe purchasing only two vehicles and reducing the capital outlay.

Director Clough asked if 10% of the Dispatch revenue will continue to be put into the capital reserve fund and wondered if those funds had been deducted from the proposed revenue figure to which the Sheriff replied affirmatively.

It was noted that one of the largest increases of the Sheriff's Budget is that of the Bailiff, which is dictated by the state and also reimbursed as well.

Revenues are expected at \$1,004,341 which is about \$43K over last year's revenues.

UNH COOPERATIVE EXTENSION: Kathy Jablonski and Denis Ward arrived to present the budget which is slightly down from last year's. Everything else stayed fairly level. There will be a new educator coming onboard who will be taking Tom Buob's place. Her name is Heather Bryant.

Commissioner Burton asked about the greenhouse and K. Jablonski said that it was operated by T. Buob and that may be continued with the coming of H. Bryant. The greenhouse is used for experimental research.

Commissioner Burton asked about the interactive TV usage and K. Jablonski said that she didn't have that information at hand but would get it. Commissioner Burton asked how many people UNH Cooperative Extension serves in the County and K. Jablonski could only account for the 4H program that she runs saying that it was about 1200. She and D. Ward thought though that the numbers were substantial for other programs.

Director Clough asked what the figure in the capital outlay represented. K. Jablonski said that they were requesting:

Wireless router	100.
Computer desk	150.
Computer monitor	300.
2 Replacement Computers	3000.
Copier lease	<u>2735.</u>
	6285.

Director Clough discussed the ATM line which the County no longer needs as it is now

using Charter Services. The cost for this line is \$8940 and was originally agreed upon due to the fact that all County Departments received internet service through this line. Now the question is, can UNH Cooperative Extension operate the PicTel on the cable service instead of the T1. The IT Manager and D. Foote from UNH will need to work this out.

Commissioner Richards asked that the need for the two new computers be reviewed for cost cutting.

MAINTENANCE DEPARTMENT: Superintendent Oakes arrived to present his budget with a cover letter explaining the increases and decreases. Increases included water & electrical @10%, liability insurance for the new Maintenance bldg., Nursing Home maintenance and repair and salary and benefits. Decreases were fuel and contracted services. Overall budget is 2.28% less than last year's.

There was a discussion about putting the #2 fuel oil out to bid now as prices have come down so much. It was agreed that would be done.

Commissioner Burton asked if any of the decreases would put certifications or services at risk and Supt. Oakes replied no.

Supt. Oakes asked for a grade increase closest to his current step.

CONSERVATION DISTRICT: Cal Perkins and Ben Hudson arrived to present their budget and presented the Commissioners with an information packet of all that the Conservation District has done over the past year. The only increase to this budget is a normal staff increase of wages and benefits for one staff person.

OTHER BUSINESS:

Director Clough informed the Commissioners that the County doesn't actually qualify for the Farm Subsidy but if proven that the Farm is a place for public good and education, they may qualify. A letter needs to be written to the local FSA office to request that the County Farm receive the money. M. Lunac from Cooperative Ext. will assist with the letter and FM Kimball still needs to sign up for the program.

Director Clough informed the Commissioners that the Treasurer did not come in today to sign checks and she had not received a phone call from her either. The Commissioners and Executive Director Clough discussed the money transfers and investments as well as who has signature authority on accounts. Director Clough said that she thought that the Deputy Treasurer should be put on all accounts.

12:00 PM Meeting adjourned

Raymond S. Burton, Clerk