

GRAFTON COUNTY COMMISSIONERS' MEETING

Full Budget Review

Board of Commissioners' Office

North Haverhill, NH

Thursday, April 16, 2009

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

OTHERS: Supt. J. Oakes, Director T. Andross, Sheriff D. Dutile, NHA E. Bolander, Finance Mgr. B. Patanovich, RD B. Sharp, ITM Ruggles.

Commissioner Cryans called the Meeting to order at 9:18 AM.

Director Clough suggested not acting on the full budget until after the meeting with the Employee Council which will be next Tuesday. The suggestion was to go through the budget and make motions for changes if so desired and then the final budget decision will be on the following Tuesday the 28<sup>th</sup>.

Commissioners Office, Treasurer, County Attorney, VAWA, and Victim Witness: no changes made

Drug Court: Director Clough brought up the fact that there will be over \$100K paid for treatment this year with 14 participants. B. Gasser is budgeting for 25 participants next year with a treatment line of \$83.7K. She wanted the Commissioners to be aware of this. Commissioner Richards said that maybe they ought to hold back to 20 participants and made a motion for that. Neither of the other Commissioners seconded the motion.

Deeds: There was a discussion about revenues and Director Clough said there was \$700K budgeted for fees. Commissioner Cryans said that there was sure to be refinances but not so sure about sales. Commissioner Richards questioned looking at the staff level there and Director Clough said that there should be a conversation with the Register before cutting positions. (RD Sharp was not in attendance at this time). There was a discussion about keeping Connor & Connor on under a three year contract.

Commissioner Burton moved to sign a three year contract with Connor & Connor which was seconded by Commissioner Richards. All were in favor.

Commissioner Burton said that bids were opened and reviewed and that he feels comfortable going with a three year contract.

Human Resources:

\*9:32 AM – Commissioner Richards moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Burton seconded the motion. All were in favor.

\*9:48 AM– Commissioner Richards moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Burton seconded the motion. All were in favor. No motions were made and no actions were taken while in Executive Session.

HRD Mann has decided to reduce her staff by one person.

IT, Sheriff, Dispatch, Medical Referee and Maintenance: No changes made.  
There was a discussion about how the new part time maintenance person would be classified and Supt. Oakes said he would prefer that the person be a County employee and not a contracted employee. He said that person would be lower on the wage scale than his current staff.

GCEDC: No Changes

Commissioner Cryans noted that MascomaCorp will be moving its headquarters from Boston to Lebanon.

Commissioner Cryans noted that each department worked very hard this year and did a phenomenal job. He said that they spoke passionately about what they wanted done for the employees. He said that they have a good budget and will meet with the employee council next week.

Director Clough said that LGC sent the health insurance rates and there was a 2.1% increase for FY10 and if it is decided to accept a higher co pay on prescriptions that amount could be reduced still to a negative number. Commissioner Cryans said that this is part and parcel due to the work of the employees and what they do to stay healthy.

Corrections, Community Corrections, Gov. Commission Grant, Night watchmen, and RSAT: No changes

Commissioner Burton said that he recommended that Director Clough and Supt. Libby apply to New Futures and the NH Charitable Fund for money.

Farm and UNH Extension: No changes

There was a discussion about the ATM line and whether or not there would be a reduction in that line. ITM Ruggles has been working on it and further follow up is needed. There may still be a need for a subscription and Director Clough said that the Commissioners will need to decide if they will continue to fund even that part of it when the time comes.

Social Services:

Commissioner Burton moved to increase ACORN \$5000, which was seconded by Commissioner Cryans.

Commissioner Burton said that group has taken on an entirely different direction and has established a close relationship with DHMC working with people with AIDS.

Commissioner Cryans said they have come up a lot.

When the vote was taken, all were in favor.

Conservation Dist, NCC, Wage & Benefit and Tax Anticipation: No changes.

**Bonded Debt:**

Director Clough said this where the Biomass plant should be discussed. Commissioner Richards said that she would like to consider a 10-15 year bond.

Commissioner Cryans was not in favor and said that they should see what kind of funding the Federal Gov. will offer from the stimulus plan. He said that with the Jail on the horizon and having asked the Dept's to keep the budget down he thought that this is simply not the year to be tackling a \$5M project. Director Clough said that stimulus money can be applied for also.

Commissioner Richards asked to hear from Supt. Oakes since he sat on the Alt. Energy committee. He said that it will have long term effects but he doesn't want to see the Jail project jeopardized.

Commissioner Burton said that the Alt. Energy committee took on the task and he supports the recommendations of Commissioner Richards.

Commissioner Cryans said that he didn't want to downplay the role of the Alt. Energy committee but there was a decision to try to bring in a level budget.

He said there is a real need for the new Jail and that project has been arduously worked on. He agreed that there is an economic impact on the reliance on oil but this is not the year to try to do both and the Jail needs to go forward.

Commissioner Burton moved that a \$4.2M bond be inserted into the budget for a biomass plant, which was seconded by Commissioner Richards. Commissioners Burton and Richards were in favor, Commissioner Cryans opposed. Motion passed.

**Capital Outlay:**

2 cruisers had been removed from the Sheriff's budget. Commissioner Burton said that if any of the vehicles that carry employees are unsafe in travel or pursuit, this information should be reported to the Board. Commissioner Cryans asked if this was a good idea given that next year will look like a much larger increase if they have to up the amount of vehicles. Sheriff Dutile said that one cruiser should be okay for this FY as they will do some adjusting. Supt. Libby said that he hasn't purchased any vehicles for the past two years and that he will likely need two next year. Commissioner agreed with Commissioner Burton that people should be safe.

There was a discussion about the pig barn roof and Supt. Oakes made his case for needing to have it done saying it will just cost more later.

Director Clough said that she would like to up the amount in the Jail capital improvement to \$350K (\$20K increase) in order to get through September with the architects.

Commissioner Burton moved to increase the Jail capital improvement line from \$330K to \$350K, which was seconded by Commissioner Richards. All were in favor.

Contingency, Unallocated insurance, Other, and Delegation: No changes.

Nursing Home Administration: No changes

NHA Bolander said that bed makers will be phasing out and Commissioner Burton said that he was opposed to that. They are currently in this budget. There was a discussion as to travel needs as NHA Bolander is likely to become NHAC president. She said that she believes that enough money was budgeted as she has eliminated some of the things she has been affiliated with in the past. The state may pay some for travel when she becomes president too.

Nursing, Restorative nursing, and HIM: No changes.

Therapeutic (Activities):

Costs for trick or treat street have been removed as well as the frequency of special luncheons and bus trips.

Commissioner Burton moved to level fund the supply line (\$11,620) to be able to continue to do the aforementioned activities, which was seconded by Commissioner Richards. All were in favor.

Plant operation: No changes

Environmental Services: No changes.

Environmental services has been coupled with Housekeeping to create one department.

Pharmacy/Physician and Contract services: No changes.

Social Services:

Commissioner Burton moved to fund the consultant position which was not seconded.

NH Capital Reserve:

This has not been funded since the 90's. Commissioner Richards said that she is a big advocate for capital reserve funds and asked NHA Bolander if she would like to see this funded, to which she replied absolutely. Commissioner Cryans asked if FMAP money could be allocated back to the NH and Director Clough said she would have to check into that. Commissioner Cryans asked how much money NHA Bolander thought would be helpful and she replied \$50K and listed some items that could be purchased.

Commissioner Richards moved to put \$25K into a capital reserve fund for the Nursing Home, which was seconded by Commissioner Burton. All were in favor.

Director Clough asked for clarification of how the fund would be set up as other capital reserve funds are specifically designed as a fund to be used only when something outside what is budgeted is needed and then requires approval from the delegation. It was agreed that was how this fund would be set up and Commissioner Cryans said that he would like to begin to see a buildup of money.

Revenue: No changes.

There was a discussion as the possibilities of changes in the revenue because of new laws.

There will be a finalization of the budget on the 28<sup>th</sup> which will include the information from the Employee Council.

11:28 AM Meeting adjourned

---

Raymond S. Burton, Clerk