

EXECUTIVE COMMITTEE MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
Monday Sept. 19, 2011

PRESENT: Representatives Bulis, Sova, Gionet, Almy, White, Townsend and Ladd, Commissioners Cryans and Ahern, Executive Director Clough and Secretary Martino.

EXCUSED: Representatives Aguiar and Brosseau

Rep. Bulis called the meeting to order at 9:05 AM. Commissioner Cryans led the Pledge of Allegiance.

Register of Deeds Kelley Monahan was on the agenda to speak with the Committee and began by saying that she wanted to clear up the information regarding the request for a fire suppression system in the records area which she had requested in the latest budget, saying that there was a plan all along and that she continues to be committed to acquiring a fire suppression system.

RD Monahan also wanted to let the Committee know that she plans on informing the press about what she considers to be a serious issue, which is the ongoing bypassing of publicly recorded assignments of mortgages due to an entity called the Mortgage Electronic Registration System (MERS), and the use of robo-signing. She explained to the Committee how this was being done and at what cost to the County. There was further discussion on this.

Rep. Bulis said that they needed to approve three sets of minutes today as well as the minutes on the Delegation vote and asked for a motion on the first three sets of minutes

Rep. Almy moved to approve the minutes from May 16th, June 20th and July 18th meetings which was seconded by Rep. Townsend. All were in favor.

It was noted that the meeting from the final Delegation vote on the budget would need to be approved so that Director Clough could send a signed copy to the Dept. of Revenue in order to set the town tax rates. According to the bylaws that were passed at the Delegation meeting, the minutes of Delegation meetings would be held and voted on at the next Delegation meeting. That would not work in this case so Rep. Bulis polled the Delegation to see if they would endorse the Executive's Committee approval of the minutes. The response was positive

Rep. Gionet moved to approve the minutes from the Delegation's vote on the FY12 budget dated June 27, 2011 which was seconded by Rep. Sova. All were in favor.

Director Clough suggested that the bylaws needed to be revised since DRA needs to have these particular minutes signed.

There was a discussion about how the agenda should be worded as well and the additional items that should be included on it, which is included in the bylaws.

TREASURER'S REPORT

Treasurer Elliott informed the Committee that she had presented the Commissioners with information regarding the borrowing of the Tax Anticipation Notes which was voted on at their meeting. There will be a line of credit extended at Woodsville Guaranty Savings Bank with an interest rate of .8%. She said that hopefully they would not need to borrow until some time in October.

Rep. Gionet moved to accept the Treasurer's Report which was seconded by Rep. Almy. All were in favor.

COMMISSIONERS' REPORT

Commissioner Cryans presented the report from the Commissioners beginning with the State survey that was held at the Nursing Home last week. Reports from Nursing Home Administrator Bolander showed that the survey had gone well with very few discrepancies.

- The Commissioners unanimously voted to have the automatic valve put in to the water tank line
- The RFP/RFQ for engineering and design on a biomass plant will be opened at the Commissioners meeting tomorrow.
- The financial audit is near completion.
- The County has met and complied with all requests for the performance audit and Melanson & Heath has complimented the County Dept. Heads on their cooperation with the audit.
- The NHACo Conference will be held in North Conway this year on October 24th and 25th.
- There will be a Drug Court graduation on the 24th of October.
- There will be a public meeting to discuss what to do with the existing Jail building once Corrections moves out. Commissioner Ahern has suggested that each member receive information on the cost to bring it up to date and that members take a tour of the building. The meeting will be scheduled for November 1, 2011 with Commissioner Burton chairing it.

Rep. White moved to accept the Commissioners Report which was seconded by Rep. Ladd. All were in favor.

EXECUTIVE DIRECTOR'S FINANCIAL REPORT

Director Clough began by passing out and reviewing the most recent report on the Jail project which was put together by Maintenance Superintendent Oakes. She said the project is on budget and on schedule for a move in date of May 2012.

Rep. Bulis asked Director Clough if she would send a copy of this report out to all the members of the Delegation.

Rep. Ladd asked about staffing hires to date. Director Clough replied that the Jail has lost a number of staff due to the budget cuts, which required a new schedule for the employees at the jail and that they have just hired 12 new part time people and are still advertising for part time. No part time staff has been promoted to full time at this point. She said there will be a Corrections Academy held at Grafton County in the month of October.

Rep. Almy asked how many staff were lost and Director Clough replied at least five and they were experienced officers.

Census in the Nursing Home is 133 and in the Jail the census is 100 with 2 females from Coos, 21 in Drug Court and 8 out on electronic monitoring.

Director Clough reviewed the Variance Report and said they were behind in revenue in most departments. She said this will start to correct itself and that the Bed Tax and the Pro Share will affect the revenue in the Nursing Home. Dispatch billing just went out and the quarterly grants will be realized in the next report.

Most all of the departments expenses are running in although IT is over because the department has paid for all the software contracts up front.

The pro rated report was reviewed.

There is a total of \$47K in over expended line items and \$34K of that is contract nursing services.

Rep. Ladd asked if the Sheriff's budget is going up because of the number of trips to Lebanon. Director Clough said she hasn't seen that yet but that may change. Rep. Almy said that transports may slow down because there won't be as many people coming into West. Lebanon due to the flood damage. There was a discussion about video arraignment and how those may save money.

Rep. White moved to accept the report of the Executive Director which was seconded by Rep. Gionet. All were in favor.

OLD/NEW BUSINESS

Rep. Bulis asked Rep. Almy to give an update of the Jail Staffing Committee that she is chairing. She said that committee members are Reps. Smith, Sova, Ladd, White and herself and that they have been slow to get started. Their first plan is to go visit the new Jail in Keene at Cheshire County and to speak to them about staffing which should happen on the 28th.

Rep. Bulis said that the Delegation has expressed an interest in exploring privatization and subcontracting services and Rep. Almy said she is trying to find more information on both.

Rep. Bulis said that he, and Reps. Sova and Aguiar were part of a Personnel Committee that reviewed an employee suspension. He said that he had not heard of any other County doing this before and that it was a very interesting process.

Rep. Bulis said the interview and collection of paperwork portion of the performance audit had been completed and Melanson & Heath is in the process of coming to a conclusion. He said the County has been billed \$29K so far.

A handout from Grafton County Senior Citizen Council was given to the Committee members with a request from them for a supplemental appropriation of \$100K so they could continue their Adult In-Home Care services without having to charge a co-pay to the recipients. Rep. Bulis spoke with their Executive Director and told her that any request for this needed to come through the Commissioners. Rep. Almy said that she too was contacted and explained that it would be impossible for the County budget to support this kind of request and added that this is occurring because the State is pulling out of this funding and that the County can not be expected to replace the State in these matters and if this was done for one agency it would be likely that others would expect the same.

Rep. Bulis asked the Committee if they wanted to start having discussions regarding Social Service funding for next year's budget, now. The Committee thought it was important to make some decisions in advance. Rep. Almy said she would also like to review personnel costs as well. It was decided those two things should be discussed at different meetings.

There was a discussion as to whether or not Cindy Swart should be invited to attend to bring more light to the table. Commissioner Ahern said that if she were to come she would likely be billing for her time and that did not come cheaply. It was decided that they would apprise her of the meeting and allow her to make her own decision as to whether she wanted to come or not.

Rep. Ladd said he would like to have a better understanding of how the money is spent in these agencies and how many people are served. Director Clough said it would be helpful to read the report that C. Swart provided for this past budget.

The next Executive Committee meeting would be held on October 17th at 9:00 AM

Rep. Bulis recognized Harold Brown and asked if he had any public comment. Mr. Brown stated the following:

- Video arraignment is unconstitutional
- Privatization is wrong and will lead to more laws
- Assets of the elderly should be looked at when asking them to pay for services

Rep. Bulis referred back to the fire suppression system and said that he recalled Supt. Oakes saying that flooding from the floor above was a concern. Rep. White said the proposed system doesn't present a water problem. Rep. Bulis said this can be looked at again in the future.

Rep. Ladd said he would like to see all future capital projects presented by the Maintenance Superintendent.

10:35 AM Rep. White moved to adjourn which was seconded by Rep. Gionet. With no further business and all in favor, the meeting was adjourned.

After adjournment the Personnel Committee (Reps. Bulis, Sova and Aguiar (absent)) met to approve the minutes of August 31, 2011.

Respectfully submitted,

Charles Sova, Clerk