

EXECUTIVE COMMITTEE BUDGET REVIEW

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
Friday June 7, 2013

PRESENT: Representatives White, Ladd, Aguiar, Lauer, Sykes, Smith, Mulholland, Shackett and Gionet, Commissioners Cryans and Richards, Director Clough, Admin Assistant Samantha Tempelmeyer

Sheriff's Dept. - Sheriff Doug Dutile

Sheriff Dutile stated that he wanted to let everyone know that since the new Department of Corrections has been up and running over the past year; moving people back and forth to the Courthouse has been much safer for all people using the facility.

Revenue

Sheriff Dutile stated that their revenue is up slightly and believes it will be more than their projected numbers show. The Dispatch fees are up and are based on usage.

Rep. Aguiar asked why there was a decrease in the White Mountain Forrest Patrol. Sheriff Dutile stated that the Forest Patrol Contract was cut to \$9250. He stated that they have a contract with the White Mountain National Forest to provide patrols and the funding for that was reduced.

Sheriff Dutile stated the new Clerks position was the only addition. He stated he put in for half of a full time person to be shared with Dispatch, due to the increase in work load.

Rep. Ladd stated that he thought several years back they got rid of Captain Position. Sheriff Dutile stated that there was not an increase in numbers within the Sheriff's Dept. The Lieutenant got promoted to Captain and the Lieutenant position is now vacant.

Rep. Aguiar asked if the new position is benefited. Sheriff Dutile stated that it is a benefited position. It is full time split up between two (2) departments, Dispatch and the Sheriff's Department.

Sheriff Dutile stated that the Bailiff's line increased by \$10,000 because of projected need of bailiffs throughout the State due to Court time. It is a 100% reimbursement on the Revenue line item.

Sheriff Dutile stated there is decrease in telephone line as well as the out of state expenses and mileage. He stated the decrease in out of state expenses and mileage is due to their Criminal

Secretary being able to stay on top of the warrants. They are able to track down people before they leave the State.

Rep. Mulholland asked if there is a new trick that the Criminal Secretary has learned. Sheriff Dutile stated that she has learned through experience.

Rep. Aguiar asked if the Sheriff's Department would do the training of the new Clerical Position they are looking to add. Sheriff Dutile stated yes, that person would be crossed trained with the other two (2) positions in the Sheriff's Office so they would be able to cover if it is needed.

Sheriff Dutile stated that Revenue is up to show we are serving more civil papers.

Fuel for the cruisers has been reduced due to the new more fuel efficient cruisers that were purchased.

Rep. White asked Director Clough to inquire about the liability insurance. Director Clough stated she would check into it but that there are different pieces to liability insurance; the Sheriff's Dept. Have their own separate liability insurance.

Dispatch- Director of Communications Tom Andross

Director Andross stated that the primary change in the budget is the addition of the half of the cost of the clerical position. He stated that this person will be primarily responsible for clerical assistance for his position and the dispatch supervisors. This person will be fully qualified, certified and trained to act in the dispatch center. This person will need to go to State Police/FBI training for four (4) days, and that will not be done by the County.

Community Notification System- Code Red has always been a capital expense. Director Andross stated that it is now a regular line item expense.

Rep. Shackett asked how many agencies Dispatch provide communications for. Director Andross stated that they have sixty-one (61) police, fire and EMS agencies in New Hampshire and Vermont. All twenty-one (21) of the police dispatches are within Grafton County.

Rep. Aguiar asked Director Andross to explain why the Wages in Lieu of Health Insurance has doubled. Director Andross stated that an additional person is now receiving that payment. It is \$1800 a year that they receive because they are not on the County's Health Insurance. He stated the rate is set County wide, any employee who does not take insurance must prove they have insurance elsewhere to receive the reimbursement.

Capital Budget

Sheriff Dutile stated they try to purchase three (3) cruisers a year. He stated that the \$82,000 in the Capital Budget includes the cruisers, uninstalling equipment from old cruiser and installing it in the new cruisers.

Rep. Ladd asked where the cruisers will be worked on now that they have lost the Ford Dealership in Woodsville. Sheriff Dutile stated that there doing a six (6) month trial at Walker Motors. All of the warranty claims on the new cars are being done, depending on which cruiser has the problem, in Lebanon or Plymouth.

Rep. Ladd asked what the average number of miles per year they put on the cars is. Sheriff Dutile stated that they put on roughly 52,000 per year.

Rep. Aguiar asked if the Deputy equipment would include firearms. Sheriff Dutile stated that is does not include firearms. He stated that they never had to purchase firearms, they always trade.

Director Andross discusses the Communications Infrastructure expense which will be funded by \$200K from the Dispatch Capital Reserve and \$100K from the Sheriff's capital budget.

Rep. White stated that this money (Capital Reserve) has been set aside and there is no tax impact.

Rep. Smith asked what the typical amount to be left in capital reserve accounts was. Director Clough stated that it varies. There are only two (2) capital reserve accounts. It depends on the funding source and what type of year they have to fund it.

Rep. Ladd asked what would be the average use of this fund from this account over the last five (5) years per year. Director Andross stated they have used about \$50,000 over the last three (3) or four (4) years.

Rep. Mulholland stated that she wanted to discuss the consoles and their pricing. Director Andross stated that he has not actively shopped for consoles yet so there isn't a set number.

Sheriff Dutile stated that he wants everyone to understand they have two (2) budgets, the Sheriff's budget and Dispatch budget but both budgets are his responsibility.

Rep. Ladd asked Sheriff Dutile as the Chief Law Enforcement Officer where he stands with Pretrial Diversion. Sheriff Dutile stated from a law enforcement standpoint he supports it. He stated he has had some experiences with Diversion programs before and he supports it.

Farm- Manager Donnie Kimball

Revenue

FM Kimball discusses his revenues with the Executive Committee.

Rep. White asked if it is realistic to expect \$5000 in sales this year to the Nursing Home. FM Kimball stated that NHA Labore wants to use more produce from the farm. He stated they have a new person running the Dietary Department and he wants to use more produce. He stated they supply the jail with produce as well.

Rep. White stated that the historical data in terms of Farm Revenue, it shows more years under revenue than over revenue. He asked if it would be more realistic to adjust revenue projections downward. Commissioner Cryans stated when we have a willingness from the Nursing Home to do something that hasn't been accepted in the past, we should try it. We should support it to see if we can get the produce numbers up.

Rep. Smith asked when they set the price for milk. FM Kimball stated it is set a year out in advance; it is an estimate not a set price. The price varies from week to week.

Rep. Ladd stated he has a difficulty putting together a budget based upon what might happen rather than facts.

Rep. Gionet stated in the past we've discussed the problems the County has had to sell milk locally, there was a law that prevented us from doing that. He asked if anything has changed. FM Kimball stated that nothing has changed, regulations prevent the sale

Rep. Sykes asked if anyone has ever done anything to maximize the value of the product. FM Kimball stated that he has looked into it. He stated with a County Farm it is hard; there are local people who pay County taxes and if there is someone down the road who is trying to make a living and we cut in to that, it's tough.

Rep. Ladd stated that he doesn't see the farm expanding; it's not why we have the farm.

Rep. Smith stated that she doesn't believe the farm is ever going to be a money maker but it will be nice to break even. She asked if we are growing hay and using that to feed the cows. FM Kimball stated that yes they do, they have twenty-five (25) acres of farmland; raise seventy-five (75) acres of cow corn, and 300 acres of grass.

Expenses

FM Kimball stated that this is a larger budget. Last year's budget was based on cutting the herd, and that wasn't done.

Rep. White asked why FM Kimball doesn't want fewer cows. He asked if we are driven by the cost of milk and the revenue to maintain more cows. FM Kimball stated yes they are, they have a barn that holds 90 cows.

Rep. Shackett stated what the farm provides is important for the county.

Rep. White stated that if there are any items on the expense side that we can trim he is comfortable with that. The benefit isn't necessarily a balanced budget.

Rep. Sykes stated that he is less concerned that we push for revenues than he is fulfilling the other purposes of the farm.

Rep. Aguiar stated that he agrees the farm is important. He stated he doesn't see the purpose of the farm being to compete with others.

Rep. Ladd stated that he think we need to have the farm. He stated he doesn't think the figures are realistic but in terms in what we are doing with the farm outweighs the figures.

Commissioner Cryans stated that in previous budgets FM Kimball has always budgeted less revenue than expenses, and that shows he's not trying to make show that it will be a balanced.

Rep. Aguiar asked FM Kimball to explain the 100% increase in the breeding and testing line. FM Kimball stated that the herdsman has done away with bulls. They are using genetic related bulls and producing better animals.

Rep. Aguiar asked with the artificial breeding, if that is the only source of adding animals to the herd. FM Kimball stated that they are not buying anything, everything is raised.

Rep. Aguiar stated that fuel estimates are going down everywhere else. He asked FM Kimball to explain why his is increasing. FM Kimball stated that they are doing more stuff themselves instead of contracting, which requires more fuel for the equipment..

Rep. Ladd asked if we lease or rent land and is there any money to be made by doing so. FM Kimball stated that they do not rent or lease any land, there is no extra land to do so.

Capital Budget

FM Kimball discusses the capital budget items with the Committee.

Director Clough discusses the following budgets with the Committee.

Tax Anticipation

Rep. Ladd asked if the charge is based upon what you use or if you get charged interest on the whole amount. Director Clough stated only get charged interest as we draw down.

Contingency Budget

Rep. Smith asked if the \$5000 for the County Conference is set in stone. Director Clough stated it is there if we need it. We will use the \$5000 given to us by the Association of Counties before we use that \$5000.

Unemployment Insurance

Delegation Expenses

Bonded Debt

Director Clough discusses the Long Term Debt Schedule and Revenue Accounts not associated with departments with the Committee.

Director Clough stated that there has been a substantial increase in the Revenue at the Nursing Home due to the new Medicaid Rate.

Rep. Aguiar moved that any Grafton County Representatives who attend be compensated for mileage. Rep. Smith seconded the motion. All were in favor.

12:00 With no further business the meeting adjourned.

Respectfully Submitted,

Representative James Aguiar, Clerk