

EXECUTIVE COMMITTEE MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
January 22nd, 2018

PRESENT: Representatives Sykes, Darrow, Abel, Campion, Maes and Schwaegler.
Commissioners Lauer, Ahern and Piper. County Administrator Libby, Admin. Assistant
Norcross

OTHERS PRESENT: Treasurer Hill, Register of Deeds Monahan

EXCUSED: Reps., Binford, Smith and Ham.

Rep. Abel moved to approve the minutes from the September 18th meeting. Rep. Campion
seconded the motion and all were in favor.

Rep. Abel moved to approve the minutes from the November 20th meeting. Rep. Campion
seconded the motion and all were in favor. Reps. Maes and Sykes abstained.

Rep. Abel moved to approve the minutes from the December 13th 2017 Delegation meeting. Rep.
Maes seconded the motion all were in favor. Rep. Abel and Campion abstained.

Treasurer Hill gave the following Treasurer’s report:

TO: GRAFTON COUNTY EXECUTIVE COMMITTEE
FROM: KAREN LIOT HILL, TREASURER
SUBJECT: TREASURER’S REPORT
DATE: JANUARY 22, 2018



CURRENT CASH POSITION (as of 12/31/17)

Grafton County General Fund

Checking Account (ICS @ 1.31%) \$10,507,563.98 (Woodsville Guaranty Savings Bank)
Money Market (1.10%) \$ 1,500,271.23 (TD Bank)
CDARS (1.25%) \$ 2,000,000.00 (Mascoma Savings Bank)
Certificate of Deposit (CD - .75%) \$ 500,000.00 (Meredith Village Savings Bank)
General Fund Municipal Savings Acct (.50%) \$2,072.21 (Mascoma Savings Bank)

Grafton County Committed Accounts

Deeds Surcharge CD (.60%) \$153,031.37 (Woodsville Guaranty Savings Bank)
Dispatch Capital Reserve (.35%) \$153,704.61 (Service Credit Union)

Nursing Home Capital Reserve (.30%) \$110,779.65 (Woodsville Guaranty Savings Bank)

RECENT TRANSACTIONS of NOTE

- The Combined Accumulated interested in the current fiscal year (7/1/17-12/31/17)
\$13,667.82
- FY 2018 Tax Anticipation Notes:
 - Total Drawdown - \$6,250,000 – Interest \$17,786.06. TAN was repaid to Woodsville Guaranty Savings Bank on December 15, 2017.
- Tax bills – All taxes were paid on time with the exception of the Town of Dorchester. Their payment was received on 12/26/17. Interest was assessed and an invoice has been mailed to them. We collected a total of \$25,077,129 in tax revenue for FY 2018.
- The following Investment Plan was approved by the Commissioners on December 12, 2017:
 - Woodsville Guaranty Savings Bank – Insured Cash Sweep – 1.31% - All funds remaining in the County’s possession after the investments below are made. This would be approximately \$13.3M.
 - Mascoma Savings Bank – 26 Week CDARS – 1.25% - \$2,000,000
 - TD Bank – Money Market – 1.10% - \$1,500,000
 - Meredith Village Savings Bank - .75% - \$500,000
- Investment letters were sent to all banks that have a branch located within Grafton County. These letters were sent out on November 30, 2017 with bids due back by the close of business on Friday, December 8, 2017.
- We received proposals from seven (7) banks. I have attached a spreadsheet that details the banks that responded. This spreadsheet shows the various different investment options that were provided by the different financial institutions.

Rep. Darrow moved to approve the Treasurer’s report. Rep. Maes seconded the motion and all were in favor.

Commissioner Lauer gave the following Commissioners’ Report:

Commissioners’ Report
January 22, 2018

- Real Estate Auction outcome – Property Sold for more than the County was authorized to bid.
- Farm received two (2) awards from DHIA (Dairy Herd Improvement Association) in Lancaster, PA in December. The first award was for the Holsteins – they were ranked 8th out of all the herds tested by Lancaster (PA) DHIA (they are ranked on pounds of protein.) The second award was for the Jerseys. They were ranked 3rd for all of the

colored breeds. Also ranked on pounds of protein. Additionally, one of the Jersey cows just received a Hall of Fame certificate.

Commissioner Lauer stated that Herdsman Ben White has done an excellent job with the dairy herd and that the quality of the herd is excellent, which pays dividends as we receive extra on our milk price for those excellent standards. These accolades are quite an accomplishment for the farm. Commissioner Ahern added that we are also fortunate to have the State Dairy Specialist's office here in Grafton County.

- Grafton County Farm and Forest Day Planning has begun
 - Date for the event is June 23, 2018
- Held the Dedication Ceremony for FY 2017 Annual Report on December 4th – the recipients were:
 - Bev McKinley, Enfield
 - Dave Wentworth, Franconia
 - Alden Lewis “Skip” Van Sickle, Jr., Holderness (Posthumously)
- FY 2019 Budget
 - Department Budgeting has begun
 - Commissioners to meet with Department Heads in March
 - Commissioners budget should be done by early May
 - Workers’ Compensation Rates will increase by 6.0% or \$14,634
 - Property/Liability Rates will decrease by 5.6% or \$10,111
 - Health Insurance – Not-to-Exceed Rates show a 41.69% increase – based on current plans that would result in a \$1,250,000 increase for FY 2019.
 - Actively looking at alternatives and ways that we can reduce that increase.
- Commissioner Piper is now the Chairman of the NHAC Legislative Committee.

The Committee discussed the farm, its recent awards and how far they have come with their dairy herd.

Rep. Campion moved to send a letter to FM Kimball and Herdsman White recognizing their contributions to the farm. Rep. Schwaegler seconded the motion and all were in favor.

RD Monahan was present at the meeting and wanted to inform the committee that HB1478 seeks to encourage first time home buyers by lowering the transfer tax from .75 cents on the hundred to .65 cents on the hundred. The impact to the state is going to be \$18 million. She stated that this is intended to encourage low income first time homebuyers. She stated that there is some false information out there surrounding this bill and she encourages the Delegation to keep their eye on it. Rep. Abel asked if she is for or against the bill. RD Monahan stated that the Register of Deeds Affiliate is opposed to this bill. She explained that using the numbers that Sullivan County came up with, on a \$120,000 house it is an average savings of \$100 to the homebuyer. \$100 is

not going to stop someone from purchasing a house. RD Monahan stated that she will get the numbers for the fiscal impact to Grafton County.

Rep. Darrow moved to approve the Commissioners' report. Rep. Campion seconded the motion and all were in favor.

CA Libby gave the following County Administrators Report:

County Administrator's Report
January 22, 2018

- ❖ Jail Census: 80 in-house; 5 on Electronic Monitoring; 16 Pre-trial; 12 FIRRM (included in the in-house population and EM numbers)
- ❖ Nursing Home Census: 131

Financial Reports – FY 2018:

- ❖ Monthly Variance Report
 - Revenue:
 - Through six (6) months in the fiscal year most department revenues are running slightly behind.
 - The Nursing Home is running behind due to a lower than projected Medicare population. We budgeted for an average of 7 and YTD we have had an average of 4.326. We also budgeted revenue for an average of 1 Veteran and to-date have had none. We are running higher than projected on Medicaid patients however because the reimbursement is so much lower it has not offset the difference. We are also been running slightly higher than projected on the Private Pay residents. The Medicaid reimbursement rate for 1/1/18 did increase to \$175.46, which is higher than budgeted. I expect to see a decrease in the deficit as the year progresses.
 - Proshare/Bed Tax – ProShare is a lump sum payment received all at once in June. Bed Tax is paid quarterly. We have not received the second quarter payment yet.
 - Department of Corrections: FIRRM program started out slower than anticipated with fewer participants. Community Corrections revenue is behind. Also budgeted for an RSAT (Residential Substance Abuse Treatment) grant that at this time we have not received. We are also behind on payments for the Governor's Commission funding. This will get fully collected by yearend.
 - Farm: The Farmstand had an off year. Revenue projections were for \$60,000 total receipts at this point are \$50135.53. The price of milk is projected to drop dramatically in the coming months. The

Farm revenue depends heavily on the price of milk and our production.

- Alternative Sentencing – Majority of revenue is a quarterly grant reimbursement. The first 2 quarter monies have now been received. This grant is a reimbursement of expenditures – the revenue is behind but the expenses are also down. Also included in the revenue is Medicaid funds. We have been approved as a Medicaid provider and are finalizing things before we begin receiving funding.

○ Expenses

- At the six month mark there are several departments showing ahead of where they should be with expenditures:
 - Alternative Sentencing Department – requested funds from the Drug Court budget to hire an Administrative Assistant. Transfer of funds has not yet been completed.
 - IT – continues to be from large contracts paid at the beginning of the year.
 - Bond Payments – all principal payments for the year have been made. Line items will not be over-expended at year end.
 - Other – TAN Interest was paid in full \$17,786.06 I don't anticipate this category being over at year end.
 - Nursing – Contract Nurses – the budget was for \$657,471 through six months \$456,108.52 has been spent. Tracking to spend over \$900K which will be over-expended by \$250K+.
 - Overall the budget is still under expended by \$317,618.15

❖ Pro-rated Report –

- 50% of the fiscal year completed. On the pro-rated report I factor in the revenue and expenses that are either over or under at this point in the fiscal year. Based on the December report we are at 50.04% which is right on target and at 47.95% or under expended by \$883,153. This all factors into the unassigned fund balance which at this point is \$2,005,867.53.

❖ Over Expenditure Report

- There are only two (2) accounts over-expended:
 - ❖ One is a 100% revenue offset. December Revenue did not get posted in time.
 - ❖ AS Supplies – underestimate of utilization.

Rep. Abel asked if a line item comes in over budget does the Delegation need to vote to approve that. CA Libby explained that the bylaws state that the Commissioners have the authority to transfer money within a budget to cover over expenditures up to \$5,000. The nursing home is

considered one (1) budget and there will likely be monies within the nursing home budget to cover the nursing over expenditures and she does not foresee the Commissioners needing to seek approval from the Executive Committee.

Rep. Campion stated that they had spoken at one point about the IT Security Software Kaspersky and she asked for an update. CA Libby stated that they are no longer with Kaspersky; their contract was expiring this year. The county is now with a company called Bit Defender which has been deployed within the last few months. The Committee requested to have IT Manager Ruggles come to their next meeting to discuss their new software and how the changes have affected the county's IT operations.

Rep. Darrow moved to approve the County Administrator's report. Rep. Maes seconded the motion and all were in favor.

New Business - By Laws Amendment – Alternates on Executive Committee. Rep. Sykes stated that the committee had made a decision that there was nothing to do at that time because there were more questions than answers. He had suggested at the time that if there were any questions the committee wanted answers for to send them to himself and no one did so. He stated that to him that implies that there is little or no interest in pursuing this idea. The committee all agreed to make a motion to do away with the bylaws amendment.

Rep. Abel moved to not move forward with the bylaws amendment. Rep. Darrow seconded the motion and all were in favor.

FY2019 Budget Meeting Dates

The committee discussed the dates for the June Executive Committee budget meetings. They set the following dates: June 4th, 8th, 11th, 15th, 18th if needed and 25th Delegation Vote on the FY19 Budget.

The committee also discussed the need for the Delegation vote to set Elected Official salaries. They discussed holding that meeting on May 21st before the Executive Committee meeting but stated that they will further discuss that issue once they have more information on other meeting dates.

Medicaid Managed Care Subcommittee

- Rep. Campion stated that there are several Medicaid bills working their way through the house. She stated that she is now on the Health and Human Services Elderly Affairs committee where most of the Medicaid bills pass through. She explained that the one that applies to Medicaid Managed Care is being brought by Rep. Kurk and it essentially eliminates Step 2 which is the Medicaid Managed Care portion that applies to Nursing Home facilities. She stated that there is a fair amount of opinion that seems to think that Medicaid Managed Care does not work for nursing homes. To her knowledge there has not been a state that has fully implemented Medicaid Managed Care. She stated that the hearing for this is February 1st at 10am.

- House Bill 1531 would create a commission to study the performance of managed care. It was designed to evaluate step 1 because it was implemented to save money but there are no studies that prove it has done that yet.

The next Executive Committee meeting will be March 19th at 9:00am

10:00 AM with no further business the meeting adjourned.

Sincerely,

Stephen Darrow, Vice – Chair