

GRAFTON COUNTY COMMISSIONERS' BUDGET MEETING

3855 Dartmouth College Hwy.

North Haverhill, NH 03774

April 12, 2017

PRESENT: Commissioners Lauer, Ahern and Piper. County Administrator Libby and Admin Assistant S. Norcross.

OTHERS PRESENT: Register of Deeds Monahan, Sheriff Dutile, Director of Communications Andross.

Commissioner Lauer called the meeting to order at 9:00AM and began with the Pledge of Allegiance.

*9:02 AM - Commissioner Piper moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a). Commissioner Ahern seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Ahern "yes"; Commissioner Piper "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

*9:28 AM Commissioner Lauer declared the meeting back in public session.

Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session that they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Piper seconded the motion

County Administrator Libby stated that she had sent out an email to the department heads asking for them to revisit their budgets and reduce any areas where they felt they were able to.

CA Libby handed out copies of the Maintenance Department Capital budget reductions that can be made. She stated that Supt. Oakes' budget was reduced \$21,000. She stated that if the courthouse paving project gets approved he can reduce another line item by \$2,000 to offset repairs that would be needed. Commissioner Lauer stated that she feels they need to adopt those changes as it is a \$21,000 savings. CA Libby noted that the County Attorney stated that she could not reduce her budget at all. The Register of Deeds has also stated that she cannot reduce her budget. The DoC Supt. said that he could reduce the additional money he budgeted for the mental health counselor but he does not recommend that. Commissioner Ahern stated that he spoke with someone from Pemi Baker Literacy about grant funding for the HISET program at the DoC. CA Libby stated that the Nursing Home Administrator noted that the only place that he saw he can reduce his budget is in the Director of Clinical Compliance position. She noted that this is not a new position, just a shift in FTE's but if they did not have that position title NHA Labore could save roughly \$17,000 in his budget but he does not recommend it.

Commissioner Piper asked how much they would need to reduce the budget to have no tax impact. CA Libby stated that they would need to reduce expenses by \$1,333,491.00. CA Libby stated that she had a \$3,000 savings in her budget. Commissioner Ahern stated that he would like to have his salary as a Commissioner decreased by 10%. He knows that this request would have to go through the Delegation but would like to ask that his salary be reduced by 10% effective July 1st. Commissioner Piper stated that she feels that such changes as these are symbolic and do not help the bottom line of the budget.

The Commissioners asked for a list of the new positions requested in this budget. CA Libby discussed the following list:

Attorney's Office – Two (2) new positions and an increase of a PT to a FT

- Full Time Clerical
- Full Time Assistant County Attorney
- Upgrading a part time position to a full time position

Alternative Sentencing – Two (2) positions

- Drug Court Coordinator
- Case Manager

Register of Deeds

- Clerical

Nursing Home

- Switch of one FTE to a Director of Clinical Compliance

Commissioner Ahern stated that the citizens in his district are not receiving increases. He believes that if they direct these department heads to find some savings and give them a goal he thinks they can do better than what has been presented. Commissioner Piper stated that the Board of Commissioners asked the department heads to responsibly reduce their budgets and it appears they have done that. Commissioner Lauer stated that she would like to hear the justification as to why the farm needs a new \$65,000 tractor.

CA Libby stated that Farm Manager Kimball has given her an alternate list of items if the tractor were not to be funded. The alternate list is as follows:

Hay Tedder - \$9,500
Set of Harrows – \$10,000
Loader for 6715 - \$9,000
Total - \$28,500

Commissioner Ahern stated that they need to tour the farm and see the operation. Commissioner Piper stated that she has notes that FM Kimball stated that he did not need the new tractor right now but he would need to purchase new tires for roughly \$3,000 if the new tractor was not funded.

CA Libby stated that she will give an updated list of all the vehicles and equipment on the farm to the Commissioners. Commissioner Lauer stated that she feels that the items on the alternative list are not needed as they were not requested in his initial budget presentation.

CA Libby stated that she will need to discuss the Nursing Home Capital Reserve account with Nursing Home Administrator Labore as they will need to deposit \$100,000 into that account to cover the requests. She stated that he has identified almost \$62,000 that they could live without and she will find out what those items are. Commissioner Ahern asked if half of this year's bed replacement can be pushed to next year's budget. CA Libby stated that she would ask NHA Labore.

RD Monahan was present for the meeting and stated that she could increase her revenue \$28,000. She noted that she is not comfortable with doing it but she will.

Social Services Discussion:

CA Libby stated that HSA Bishop had a few items she wanted to clarify within the Social Services budget.

TLC Family Resource Center – CA Libby stated that they have only funded their comprehensive family support program. In FY18 they are requesting an additional \$10,000 for a parent aid program. HSA Bishop would not recommend funding that.

West Central Behavioral Health – CA Libby stated that this is for a children's mental health program. The county has always funded adult mental health and they are now requesting funding for this program. She noted that all mental health agencies have children's mental health programs within them that the county does not fund.

Pathways – CA Libby stated that they are requesting funding for dental services and the county does not fund dental services.

Commissioner Piper stated that she will call West Central and discuss their requests for new program funding.

Commissioner Piper stated that she would like revisit the longevity discussion as requested by a constituent. Commissioner Lauer stated that she does not want to take benefits away from the employees. She stated that she does not have a problem with the longevity ending for new employees coming on but does not want to take away from long term employees who are currently receiving the benefit. Commissioner Piper stated that she believes that they said they would talk about the subject again for the constituent who brought up their concerns. She stated that her only concern was that the longevity system was put into effect before the step increase system. There may be redundancy there and noted that CA Libby had stated that some employees start out in the middle of the wage charts not at the minimum step. CA Libby stated that they do in fact have employees who start out at different points on the step chart. She noted that there are a number of long term employees who are also maxed out on the wage scale as well and do not receive longevity.

IT Manager Ruggles arrived as requested by the Commissioners to discuss a capital outlay item. Commissioner Lauer said that she would like more information regarding the request for the firewall update. ITM Ruggles stated that the firewalls are coming to the end of life in May 2018. He stated that if the county keeps running them as is they do not get any updates on security. It is a critical security aspect and the entire county complex is using them. The Commissioners asked about the computer replacement at the Nursing Home. ITM Ruggles stated that he has put in to replace half of the Nursing Home computers in FY18 and the second half in FY19.

The Commissioners agreed to not fund the Farm capital reserve and fund an extra \$3,300 in the maintenance line for replacement tires for the tractor.

Commissioner Ahern stated that there are rules and regulations that are costing the county unnecessary money. The costs keep increasing and they have no control over that.

Sheriff Dutile was present for the meeting and noted that if the Commissioners have any questions regarding his budget or the Dispatch budget to let him or Director Andross know.

Commissioner Ahern stated that there is a need for more produce coming out of the farm to the various agencies.

11:33 AM With no further business the meeting adjourned

Wendy A. Piper, Clerk