

GRAFTON COUNTY COMMISSIONERS' MEETING
PUBLIC HEARING ON FY16 PROPOSED BUDGET
3855 Dartmouth College Hwy
North Haverhill, NH 03774
May 18th 2015

PRESENT: See attached sign in sheet

6:00PM Commissioner Cryans opened the meeting and began with the Pledge of Allegiance.

Commissioner Cryans presented the attached PowerPoint on the Commissioner's Proposed FY16 Budget. The total fiscal year 2016 budget is \$40,130,093 which is an increase of 2.92% from fiscal year 2015. The amount to be raised in taxes is \$22,352,233, which is an increase of 3.47% from fiscal year 2015.

Throughout the presentation Commissioner Cryans asked the department heads to each discuss their main requests for FY16.

Atty. Saffo stated that the County Attorney's Office has been informed that they will lose the \$25,000 Victim Witness Grant that they have had for many years but they have identified another grant that they will be applying for which is for the same amount. She stated the revenue money was taken out of the budget because at that time they were not made aware of this new grant and they are not certain that they will receive the new grant.

FM Kimball stated that this year the milk prices peaked out at \$27 per hundredweight but is now down to around \$17. He budgeted \$18 per hundredweight for FY16.

Commissioner Cryans asked ASD Amero to further explain her request for a dual licensed clinician and new case manager. ASD Amero stated that Alternative Sentencing is comprised of Drug Court, Mental Health Court and Restorative Justice. This full time dual licensed clinician will be a mental health clinician as well as an alcohol and drug counselor. Bringing this position in will help them to provide services throughout Grafton County. She explained that right now their main treatment center is in Lebanon which makes it difficult for people in the Plymouth and Littleton areas to come in for services. This dual licensed clinician would be a traveling clinician providing services throughout the county. The full time case manager will be a traveling case manager reaching out to more area in Grafton County so they can provide services across the county and the clients are not traveling as much in their cars. She stated that reason for increasing the hours of the administrative assistant is due to the Restorative Justice program. She stated they have Valley Court Diversion out of the Lebanon area and CADY out of the Plymouth area. What they have decided to do is have the administrative assistant take care of the juveniles in northern Grafton County to provide more services in Grafton County.

Atty. Saffo stated that her request to increase her part time administrative assistant position in the Victim Witness department to a full time position due to the increased work load.

Commissioner Cryans asked Director of Communications Tom Andross to briefly describe what the Dispatch Center does. Director Andross explained that the dispatch center is the smallest 24/7 operation within the County complex. He stated that they are a part of the Sheriff's Department and what they do is provide public safety dispatch service for Police, Fire and EMS for currently sixty (60) agencies in New Hampshire and Vermont. About 60% of the work in the dispatch center is attributed back to the municipalities and assessed for it. The agencies pay for their services based on the percentage used.

Commissioner Cryans asked HRD Cramer to explain what they do in the Human Resources Department. HRD Cramer stated that they do all the hiring processes, benefits, advertising, FMLA, and workers compensation. They provide HR services for all departments within the county.

RD Monahan was asked to explain what the Registry of Deeds does. RD Monahan explained that any real-estate transaction, any interest in real-estate, liens, IRS Lien, does not legally become binding until it is recorded in the Deeds Office. She stated that in the past her revenue had been all put together but she has broken it out into different line items. Two (2) years ago RD Monahan explained that she put into place their tapestry system which is a convenience system on their website that the public can go to. She stated that they are currently in a holding pattern. When the economy is crashing they are very busy, when the economy is great they are great but when the economy is flat they are flat as well.

HSA Bishop was asked to talk about the FY16 Social Services budget. HSA Bishop stated that there is a \$9,000 overall increase in the Social Services budget over the current budget. There are twenty – four (24) agencies that are funded by Grafton County.

Commissioner Cryans asked if anyone had any questions regarding the proposed FY16 budget. There were no questions from the public.

6:46PM with no further business the meeting adjourned.

Respectfully Submitted,

Linda D. Lauer, Clerk



FY16 Proposed Budget Public Hearing

May 18th 2015

Sign In Sheet ~ **PLEASE PRINT**

1 Donna Cramer
2 Tom Elliott
3 Lucille Amers
4 Dave Fairweather
5 Julie Libby
6 Sam Norcross
7 Lara Saffo
8 Michael Cyans
9 Linda Lauen
10 Darlene Bolduc
11 Tom Amers
12 Wendy Kalyquist
13 Celia Gibbs
14 Sue Ford
15 Helen Whyte
16 Steve Whitney
17 Alex Moti-de Sims
18 Richard Abel
19 Bert Rynn
20 Nancy Fisher
21 Roberta Belm
22 STEVE DARRAS
23 Donnie Kimball
24 Geneva Sykes
25 Suzanne Smith
26 Julie Libby
27 Jim Oakes
28 Doug Datile
29 Heidi Postupack
30 Craig Labore

31 Kelley Monahan
32 Sue Thistle
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GRAFTON COUNTY COMMISSIONERS

*FISCAL YEAR 2016
PROPOSED BUDGET*



COMPARISON OF REVENUE FY 15 V FY 16 PROPOSED

<u>DEPARTMENT</u>	<u>2015</u> <u>BUDGET</u>	<u>FY 2016</u> <u>COMMISSIONERS'</u>	<u>INCREASE/(DEC)</u> <u>FY 15 v FY 16</u>	<u>%</u> <u>Change</u>
Total Revenue Abandon Property	\$ 20,000.00	\$ 20,000.00	\$ -	0.00%
Total Revenue Federal/State	\$ 90,000.00	\$ 90,000.00	\$ -	0.00%
Total Revenue County Attorney	\$ 56,000.00	\$ 32,500.00	\$ (23,500.00)	-41.96%
Total Revenue Register of Deeds	\$ 925,000.00	\$ 925,000.00	\$ -	0.00%
Total Revenue Sheriff's Dept	\$ 1,049,253.00	\$ 1,038,500.00	\$ (10,753.00)	-1.02%
Total Revenue Dept of Corr	\$ 222,580.00	\$ 223,245.00	\$ 665.00	0.30%
Total Revenue Farm	\$ 541,761.00	\$ 534,761.00	\$ (7,000.00)	-1.29%
Total Revenue Extension Svc	\$ 5,000.00	\$ 5,000.00	\$ -	0.00%
Total Revenue Interest	\$ 25,300.00	\$ 25,300.00	\$ -	0.00%
Total Revenue Rent	\$ 312,334.00	\$ 312,334.00	\$ -	0.00%
Total Revenue Human Svc	\$ 110,000.00	\$ 110,000.00	\$ -	0.00%
Total Revenue Div/Refunds/Misc	\$ 123,000.00	\$ 341,280.00	\$ 218,280.00	177.46%
Total Revenue Nursing Home	\$ 10,907,737.00	\$ 11,119,940.00	\$ 212,203.00	1.95%
SubTotal	\$ 14,387,965.00	\$ 14,777,860.00	\$ 389,895.00	2.71%
Surplus Used to Reduce Taxes	\$ 3,000,000.00	\$ 3,000,000.00	\$ -	0.00%
County Taxes	\$ 21,603,608.00	\$ 22,352,233.00	\$ 748,625.00	3.47%
****TOTAL ALL REVENUE****	\$ 38,991,573.00	\$ 40,130,093.00	\$ 1,138,520.00	2.92%

REVENUE HIGHLIGHTS:

Revenue is projected to increase by 2.71% in fiscal year 2016. The total amount of the amount to be raised by taxes is projected to increase 3.47%.

HealthTrust Return of Surplus

- ▶ The County will receive an estimated 250K+ Return of Surplus from our health insurance provider – HealthTrust. This will be the third RoS we have received. The others we did not have advance notice of therefore they were credited back against insurance lines instead of being budgeted as a revenue. It is unknown how long we will continue to receive the returns.

Nursing Home Revenue is projected to increase 1.95%

- ▶ Based on past receipts the Medicaid Pro-share payment is being budgeted at an increase of \$350K for FY 16

Revenue Highlights (continued):

Several departments project a reduction in their revenue for FY '16:

- The County Attorney's Office has been informed that they will lose the \$25,000 Victim Witness Grant that they have had for many years.
- The Sheriff's Department has projected a decrease in several sources of revenue. The Sheriff cites an improvement in the economy means less Civil Service paperwork to be processed resulting in a decrease in revenue. Additionally he is projecting a decrease in District Court Fines revenue.
- The Farm has also budgeted a reduction in revenue. This is primarily due to the fluctuation in milk prices.

All other sources of revenue remain level with fiscal year 2015

COMPARISON OF EXPENDITURES FY 15 v FY 16 PROPOSED

GRAFTON COUNTY BUDGET COMPARISON FY 15 v FY 16						
FUND 01	DEPARTMENT	FY 2015 BUDGET	FY 2016 Comm'r	Increase/(Dec) FY 15 v FY 16	%	
				Change	Change	
4100	Commissioners Office	\$ 354,780.00	\$ 359,532.00	4,752.00	1.34%	
4109	Treasurer	\$ 12,453.00	\$ 12,214.00	(239.00)	-1.92%	
4110	County Attorney's Ofc	\$ 999,815.00	\$ 1,034,292.00	34,477.00	3.45%	
4111	VAWA Grant	\$ 99,296.00	\$ 104,565.00	5,269.00	5.31%	
4112	Victim/Witness	\$ 194,029.00	\$ 233,255.00	39,226.00	20.22%	
4116	Alternative Sentencing	\$ 683,123.00	\$ 672,638.00	(10,485.00)	-1.53%	
4120	Register of Deeds	\$ 491,681.00	\$ 504,437.00	12,756.00	2.59%	
4130	Human Resource Dept	\$ 54,523.00	\$ 88,254.00	33,731.00	61.87%	
4135	Information Technology	\$ 336,937.00	\$ 378,070.00	41,133.00	12.21%	
4140	Sheriff's Dept	\$ 1,438,098.00	\$ 1,485,299.00	47,201.00	3.28%	
4145	Dispatch	\$ 1,058,975.00	\$ 1,118,704.00	59,729.00	5.64%	
4150	Medical Referee	\$ 42,500.00	\$ 42,500.00	-	0.00%	
4165	Maintenance	\$ 2,066,509.00	\$ 2,115,959.00	49,450.00	2.39%	
4190	Human Service	\$ 7,046,758.00	\$ 7,115,364.00	68,606.00	0.97%	
4191	GCEDC	\$ 50,000.00	\$ 50,000.00	-	0.00%	
6100	Dept of Corrections	\$ 4,760,721.00	\$ 4,975,376.00	214,655.00	4.51%	
6115	Community Corrections	\$ 444,996.00	\$ 468,796.00	23,800.00	5.35%	
6125	Governor's Commission	\$ 95,912.00	\$ 96,995.00	1,083.00	1.13%	
6130	Nightwatchmen	\$ 62,959.00	\$ 61,040.00	(1,919.00)	-3.05%	
6135	RSAT	\$ 10,000.00	\$ -	(10,000.00)	-100.00%	
7100	County Farm	\$ 539,052.00	\$ 576,672.00	37,620.00	6.98%	
8360	Extension Service	\$ 285,393.00	\$ 292,991.00	7,598.00	2.66%	
8600	Social Service	\$ 508,478.00	\$ 517,423.00	8,945.00	1.76%	
8650	Conservation Dist	\$ 70,718.00	\$ 73,416.00	2,698.00	3.82%	
8655	North Country	\$ 1,092.00	\$ 1,452.00	360.00	32.97%	
8670	Wage & Benefit Adj	\$ 171,367.00	\$ 171,253.00	(114.00)	-0.07%	
9100	Tax Anticipation	\$ 5,000.00	\$ 5,000.00	-	0.00%	
9120	Bonded Debt	\$ 2,835,535.00	\$ 2,825,008.00	(10,527.00)	-0.37%	
9200	Capital Outlay	\$ 365,103.00	\$ 251,670.00	(113,433.00)	-31.07%	
9210	Contingency	\$ 26,500.00	\$ 25,000.00	(1,500.00)	-5.66%	
9270	Unallocated Insurance	\$ 36,000.00	\$ 20,000.00	(16,000.00)	-44.44%	
9370	Delegation Exp	\$ 10,000.00	\$ 10,000.00	-	0.00%	
TOTAL FUND 01		\$ 25,158,303.00	\$ 25,687,175.00	528,872.00	2.10%	
4165	Maintenance (Allocated)	\$ (787,780.00)	\$ (799,876.00)	(12,096.00)		
		\$ 24,370,523.00	\$ 24,887,299.00	516,776.00	2.12%	

Comparison of Expenditures FY 16 v FY 15 – Nursing Home

			FY 2015	FY 2016	Increase/(Dec)	%
	<u>DEPARTMENT</u>		<u>BUDGET</u>	<u>Comm'r</u>	<u>FY 15 v FY 16</u>	<u>Change</u>
FUND 02 - NURSING HOME						
5100	N. Home Admin		\$ 1,481,994.00	\$ 1,518,327.00	36,333.00	2.45%
5130	Dietary		\$ 1,662,610.00	\$ 1,770,726.00	108,116.00	6.50%
5140	Nursing Svc		\$ 7,210,603.00	\$ 7,588,287.00	377,684.00	5.24%
5141	Physical Therapy		\$ 272,854.00	\$ 309,932.00	37,078.00	13.59%
5142	Health Information Mgmt		\$ 276,510.00	\$ 267,816.00	(8,694.00)	-3.14%
5145	Therapeutic Recreation		\$ 477,014.00	\$ 492,306.00	15,292.00	3.21%
5150	Plant Operation		\$ 787,780.00	\$ 799,876.00	12,096.00	1.54%
5160	Laundry		\$ 316,699.00	\$ 337,440.00	20,741.00	6.55%
5170	Housekeeping		\$ 545,054.00	\$ 561,754.00	16,700.00	3.06%
5180	Pharmacy & Physician		\$ 12,400.00	\$ 14,200.00	1,800.00	14.52%
5185	Contracted Svc		\$ 612,923.00	\$ 562,430.00	(50,493.00)	-8.24%
5190	Social Service		\$ 203,403.00	\$ 224,751.00	21,348.00	10.50%
5192	Capital Outlay		\$ -	\$ 82,500.00	82,500.00	#DIV/0!
5195	Bonded Debt		\$ 732,704.00	\$ 712,449.00	(20,255.00)	-2.76%
TOTAL FUND 02 - NURSING HOME						
			\$ 14,592,548.00	\$ 15,242,794.00	650,246.00	4.46%

Expenditure Highlights

The total expenditure budget request for Fiscal Year 2016 is \$40,130,093 which is an increase of 2.92% from the Fiscal Year 2015 budget:

- There are a total of 3.025 new FTE's (full-time equivalent) positions included in the proposed budget at a total cost of \$204,511:
 - Alternative Sentencing
 - 1 FTE ~ Dual Licensed Clinician
 - 1 FTE ~ Case Manager
 - .625 FTE ~ Administrative Assistant currently 15 hours/week request to increase to 40 hours/week.
 - County Attorney's Office
 - .40 FTE ~ Administrative Assistant currently 24 hours/week request to increase to 40 hours/week.

Expenditure Highlights (Continued)

Salary and Benefit Increases:

- 2% Cost-of-living adjustment for all employees including the Union employees at the Nursing Home.
- 4.9% Increase in Health Insurance Premiums for all employees
- Increase in NH Retirement System Employer Rates
 - Group I 10.77% to 11.17%
 - Group II 25.30% to 26.38%

EXPENDITURE HIGHLIGHTS (CONTINUED):

The Human Service budget is comprised of funds that the county is statutorily obligated to pay to the State of NH for Medicaid Long Term Care Services. These services include nursing homes and home and community based services for the adult and elderly population from Grafton County. Our obligation is determined by a cap established by the State of NH where each county pays a percentage based on their elderly population. In fiscal year 2016 Grafton's share of that cap is anticipated to increase the budget by \$63,649 for a total of \$6,997,400. The figure will not be finalized until the budget for the state has been approved.



EXPENDITURE HIGHLIGHTS (CONTINUED):

- Information Technology has increased \$41,133 primarily due to three (3) lease payments that have been incorporated into the operating budget. Two (2) leases are existing and were included with the IT Capital Outlay budget in fiscal year 2015. The third lease is for a new project for fiscal year 2016.
- The Department of Corrections budget has increased \$214,655 primarily due to the following reasons:
 - Rate increases in health insurance and Group II NH Retirement
 - Worker's Compensation (formula to calculate the allocation of the premium to departments was adjusted resulting in an increase to the DoC and a decrease to the Sheriff's department.
 - Liability Insurance (formula to calculate the allocation of this premium between departments was adjusted resulting in an increase to the DoC and a decrease to the Sheriff's department.

EXPENDITURE HIGHLIGHTS (CONTINUED):

- Social Service Funding increased \$8,945 ~ Please refer to the report at the back of the budget book from our consultant for more detail to the breakdown of these funds.
- Capital Outlay funding decreased \$113,433
 - Major projects by department include:
 - IT ~ \$28,850*
 - Replace Email Server
 - Enterasys 48 Port POE Switch
 - Desktop PC's – Inmate Lab for HISET Testing
 - County Attorney's Ofc ~ \$10,350*
 - Sheriff's Department ~ \$102,670*
 - 3 Cruisers & Cruiser Safety Equipment
 - Copier Replacement
 - Maintenance ~ \$19,300*
 - Spot replace bad pavement
 - Department of Corrections ~ \$28,000*
 - Replace Cruiser (1)
 - Farm ~ \$58,000*
 - Cow Mats
 - Blacktop around dry cow barn and feed floor
 - Road Repairs (expense will be offset from logging proceeds)

**** Denotes total amount requested ~ projects listed are the major ones requested. For a complete listing of capital items please refer to page 37 of the budget book.***

EXPENDITURE HIGHLIGHTS (CONTINUED):

Nursing Home total budget increase: \$650,246

- Significant Changes by department include:
 - Dietary ~ \$108,116
 - Salary/Benefit related increases
 - Addition of a Production Manager (Fitz Vogt Employee)
 - Nursing ~ \$377,684
 - Salary/Benefit related increases
 - Fiscal Year 2015 there were additional RN's v LPN's hired needed to increase RN line and decrease LPN line.
 - Fiscal Year 2015 24/7 salary lines did not include funding for Family Medical Leave replacements and/or annual leave replacements. Thus resulting in several salary lines within the Nursing budget being over expended in fiscal year 2015. Adjustments to reflect these changes have been budgeted for fiscal year 2016.
 - Capital Outlay ~ \$82,500
 - New line item for fiscal year 2016.
 - Funding to do brick façade repairs and sealing of the exterior of the Nursing Home.

QUESTIONS?

THANK YOU FOR ATTENDING

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