

EXECUTIVE COMMITTEE MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
Monday November 21, 2011

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

OTHERS: Harold Brown

Rep. Bulis called the meeting to order at 9:02 AM with the Pledge of Allegiance being led by County Treasurer Carol Elliott.

Rep. Sova moved to approve the minutes from October 17, 2011 which was seconded by Rep. Aguiar. Rep. White abstained from the vote and all others were in favor.

TREASURER'S REPORT

Treasurer Elliott said that the tax bills have been mailed out and payments in the amount of \$622K have already come in. She said that \$1.6M has been borrowed so far and that there is a Jail bond payment due on the 30th of November and the State bill is due on the 5th of December, so the County may have to borrow roughly another \$1.8M.

Treasurer Elliott will be sending out bids for investments on the 1st of December.

There was a discussion about who pays the tax bill from Livermore, which Treasurer Elliott said came from Woodstock through Coos County Administration. Rep. Almy suggested that there may be "mega mansions" in Livermore which have been built and have avoided taxes.

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

COMMISSIONERS' REPORT

Commissioner Cryans presented the report from the Commissioners.

- The financial audit has been completed and is quite positive.
- There will be a retirement party for Nursing Home Administrator Eileen Bolander on the 14th of December beginning at 6:00 PM at Lake Morey in Fairlee, VT.
- The Commissioners met with Woodville Water & Light Commissioners on the 8th in an attempt to keep the lines of communication open. There were no major issues and the proposed biomass project was discussed.
- The 85th Corrections Academy graduation was held on the 11th of November and the 87th Corrections Academy is currently ongoing at the County.
- The County is currently in the middle of recruitment for a new Nursing Home

Administrator. There may be a period when the County will have an interim Administrator.

- Grafton County had some winners at the NHACo Conference. Dee Boutin Farley was awarded Nursing Home Employee of the Year, Alison Farina was awarded County Attorney Employee of the Year, Lara Saffo received County Attorney of the Year, Eileen Bolander received the Edna McKenna award for public service and Julie Clough received the Administrator of the Year award.
- Commissioner Burton met with a committee to study what to do with the old Jail and three students from the Rockefeller Center at Dartmouth did a presentation. There were no conclusions and there will be another meeting scheduled on January 24th at 1:00 PM.
- The Commissioners voted 2 to 1 to unfreeze longevity for FY12 and to leave the perfect attendance as is until negotiations next budget time.

There was a discussion about an interim Nursing Home Administrator and Director Clough explained that there needed to be a person who was licensed who would provide oversight and anyone can actually act as interim.

Rep. Sova said that the recommended budget did not provide for a payout in longevity and said he must assume that there was money found somewhere to pay it. Rep. Aguiar said he would like to know where that came from. Director Clough said money was available from those who had retired or left.

Rep. Bulis said that he felt Perfect Attendance was something they had not previously been aware of and that the Delegation directed that there be no longevity this year. He said it was the express intent of the Delegation to freeze longevity and that to him, this shows a lack of cooperation on the part of the Board of Commissioners. He said that if they had felt this strongly about the payout to longevity then it should have been discussed at the time. Commissioner Cryans said they were only talking about \$7K and if that's what it took to settle the morale issues, then he thought it was worth it.

Rep. Aguiar said there should have been some give and take but there were no additional funds needed for longevity. He said it was hard to say what the intent of the Delegation was in that it may just have been a bottom line figure.

There was further discussion as to where the money was coming from to pay the longevity.

Rep. Gionet said he felt that the Executive Committee really didn't have any clout and maybe it's time that the Executive Committee set the policies for the County and negotiates with the Employees themselves.

Rep. Bulis restated that he felt that the Delegation represented its intent, which was to freeze longevity.

Director Clough said the budgeted amount of money has not changed. She said that by law, the Commissioners are the ones who set the policy and that she felt that what the Executive Committee had done to a segregated portion of employees was wrong. She supported the decision made by the Commissioners.

Rep. Ladd said that he felt that the authority for this lies with the Commissioners and he feels that the Delegation sets the bottom line budget. He did not feel that the Administration was acting contrary to their responsibilities.

There was a brief discussion about the old Jail and what had been discussed at the meeting that was held. There was no further information provided via Commissioner Burton, who could not attend the meeting today.

Rep. Almy said there needs to be some thoughts about the costs of whatever proposals may come up. She also suggested that if there was money from the Jail bond that could be used, that it be used for future capital projects like was done with the Nursing Home.

Commissioner Ahern said that it was suggested to him that a true cost analysis could not be done until the building was vacated and that Commissioner Burton had suggested that any proposals that come in should be accompanied by the costs for that project as well.

Rep. White said a decision should be made prior to next years heating season.

Rep. Gionet asked if any suggestions included revenue from salvage. Commissioner Cryans said that had not been discussed.

Rep. Ladd said that if they plan to make suggestions prior to the budget, there is some urgency.

Rep. Sova said another consideration would be to mothball it for future consideration. Commissioner Cryans said some of those ideas were not discussed and that if anyone has some ideas, they should forward them on to Commissioner Burton.

Rep. Gionet asked why Commissioner Burton rarely attends the Executive Committee meetings and Commissioner Cryans said that he wears two hats and has other obligations. He said are a lot of benefits to what Commissioner Burton can bring to the table

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

EXECUTIVE DIRECTOR'S FINANCIAL REPORT

Census in the Nursing Home is 131 and in the Jail the census is 95 with 19 in Drug Court and 9 out on electronic monitoring.

Director Clough reviewed the Variance Report beginning with the Revenue. She said there are a lot of Departments below revenue. In the Nursing Home, the ProShare and the Bed Tax payments have not been received yet, which will help bring that number up. Expenses were running mostly under.

The pro rated report was reviewed and there is an un-assigned fund balance of about \$2M

There is a total of approximately \$80K in over expended line items with \$76K of that in contract nursing services which is running higher than other lines. Rep. White suggested that there should be a reduction in salary lines which helps this to even out. Director Clough said that over the years that has been the case but lately it's not been working out

that way. She said it is on her watch list to see what exactly is happening there.

A chart was given of the Jail investments funds. Director Clough said the project is running on budget with a good possibility of a surplus. The Jail is about 70% complete. The Committee said they would like a tour before the Jail opens and Director Clough thought January would be a good time.

Director Clough gave an overview of the financial audit saying it was a good experience with a new audit firm. She said there were a number of recommendations and she is working through them. She said one recommendation is that all bank accounts should run through one financial Department under the general ledger. She said she is working with both the Sheriff and the Registry of Deeds with this matter. She said another thing she will be working on will be written internal controls and policy/procedures.

Rep. Almy said she would like to see a follow up on what has been done with the recommendations that were made, at some point in the future.

Rep. Ladd said he would like to have the information on the number of cases that the County Attorney's Office is working on so he can track what is happening. Director Clough said that Attorney Saffo has given the Commissioners a breakdown on the cases and that can be found in her report to the Commissioners added to the minutes online.

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

OLD BUSINESS

Nothing to report

COMMITTEE REPORTS

Rep. Almy said the Jail staff sub-committee has not met since the last time they met at the County and had decided to wait until they received the performance audit to continue.

NEW BUSINESS

The Performance Audit has been completed and Rep. Bulis suggested that it be put online for people to access. He said it covers all areas of the County and though it doesn't enter into the domain of responsibilities of the Delegation, it is offered as a tool for the Commissioners. A meeting with the full Delegation will be scheduled and Mr. Sullivan from Melanson & Heath will come and discuss the document.

Rep. White said that it appeared that there was very little new information in this document and that he's a little disappointed with it. He said that the layout of the suggestions will make it difficult to implement in that they're not all in one place. He sees this more of a fact finding document.

Rep. Ladd said he found some areas where the County could become more efficient and there was further discussion about what was in the document. Rep. Bulis felt it was important for everyone to read it through prior to the meeting.

Both Reps. Ladd and Bulis were very reassured in the information they read about the

triad made up Director Clough, Supt. Libby and Supt. Oakes and the way they have handled the Clerk of the Work job. They both stated that they're concerns have been quelled.

Director Clough said she feels this is a positive document and that Mr. Sullivan stated how cooperative the Departments were to work with. She said that in her opinion, she feels the County is very well run.

Rep. Bulis complemented the staff and Administration and said that the process of the audit went very well.

There will be a full Delegation meeting on the 12th of December beginning at 10:00 AM. Department Heads are invited for the review of the Performance Audit. There will no regular Executive Committee meeting in December.

The towns in Grafton County will be notified that they can access the Performance Audit from the County website and told that it is a lengthy document for print.

COMMENTS FROM THE AUDIENCE

H. Brown said that he thought it was odd that on the day they had the meeting to talk about the old Jail, there was a surveyor who was working outside the building. He said he advocates for the destruction of the building and that there will be added storage space in this building when the inmates who live below, move out. Mr. Brown added that over the years in making a case for the new Jail. the public was told that the current building is unlivable given its age and ventilation. If the thought is to now put people back into it, he would feel as though he had been lied to all along.

Mr. Brown also thought that there would be a reduction in crime if drugs were legalized.

Commissioner Cryans said that he didn't want a coincidence to become a conspiracy and informed Mr. Brown that the surveyor were on the property for the biomass project and nothing more.

Rep. Ladd suggested that towns could save money by looking at traveling libraries and that it is a service that should be considered.

11:05 AM Rep. Almy moved to adjourn which was seconded by Rep. White. With no further business and all in favor, the meeting was adjourned.

Respectfully submitted,

Charles Sova, Clerk