

GRAFTON COUNTY COMMISSIONERS' BUDGET MEETING
3855 Dartmouth College Highway
North Haverhill, NH 03774
March 14th, 2019

PRESENT: Commissioners Lauer, Piper and Morris, County Administrator Libby and Administrative Assistant Norcross

OTHERS PRESENT: DoC Supt. Elliott, Alternative Sentencing Director DePalo, Register of Deeds Monahan.

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

Department of Corrections – Superintendent Tom Elliott

Revenue

Department of Corrections – Supt. Elliott stated that this line includes employee meals at \$3/meal, housing Coos County Females at \$50/day per inmate, inmate phone calls and the social security initiative. Supt. Elliott explained that this is a monthly report to the Social Security Administration of who they have in custody. If an inmate is on Social Security Benefits and incarcerated, those stop and they receive a \$400 stipend per person.

Community Corrections – Supt. Elliott stated that they receive revenue for inmates out on electronic monitoring, work release or pretrial services. He has projected \$18,765.00 for FY20.

Governors' Commission Grant – This is a \$150,000 grant received through the Bureau of Drug and Alcohol Services to provide substance abuse and life skills services for all inmates in the facility.

RSAT – Supt. Elliott stated that he has chosen not to apply for the RSAT grant for FY20 along with many other departments as they have made many changes that would require them to segregate the inmates involved in the programming, provide follow up care and tracking upon release and provide Medication Assisted Treatment for inmates. They will revisit this next year.

Expenses

Department of Corrections

Supt. Elliott stated that this line is dedicated to the daily operations within the correctional facility.

Health Insurance – There is a \$36,536 due to one (1) less employee taking health insurance. The open spots were put in as singles instead of family plans.

Retirement – The retirement rate decreased which brought that line down to \$13,019.

Supt. Elliott stated that the entire line is down \$48,177.00. The biggest line increase is the Correctional Officers in the amount of \$8,285 and he noted that this is before any potential COLA is added.

Community Corrections

Salaries – Supt. Elliott noted that this line item has decreased \$7,370 due to the retirement of a Sergeant who was maxed out.

Urine Testing – The projected number of participants in Electronic Monitoring and FIRR for FY20 and this resulted in a \$2,790 decrease.

Supt. Elliott stated that the entire Community Corrections budget has decreased by \$13,602.00. He answered questions from the Commissioners.

Governors' Commission Grant

Supt. Elliott stated that this line is responsible for all the different types of programming in the facility, from substance abuse to critical thinking. It is staffed by one (1) full time LADC and one (1) part time certified recovery support worker. This line is up \$3,827 due to the CRSW requiring health insurance in FY20.

Night Watchman

Supt. Elliott stated that this budget includes one (1) 4/5 position and four (4) part time positions. This line is up \$379 due to a \$335 increase in Workers Comp.

RSAT Grant

Supt. Elliott stated that this is the expense side of the grant that he explained in the revenue why he was not applying for it this year.

Capital Outlay

Supt. Elliott stated that they are requesting \$41,000 for a Ford Explorer, \$36,000 for the vehicle and \$5,000 for the radio and installation, to replace a 2011 Ford Expedition with 161,769 miles. It is in need of replacement.

Alternative Sentencing – Director Renee DePalo

Revenue

Director DePalo stated that in discussing this budget with CA Libby the revenue was overestimated for FY19 in what they are able to do. These numbers are more realistic goals for their department.

stated that they were having roughly six (6) graduations a year and she plans on having set months for graduations where they have the same amount of people graduating as before but having more per graduation. She is looking at having three (3) to four (4) a year.

Travel Expense – Director DePalo stated that she was able to decrease this line item \$2,000 based on usage.

Director DePalo answered various questions from the Commissioners.

Commissioners' Office/Misc. – County Administrator Julie Libby

Revenue

Abandon Property/Federal PILT – These numbers are based off of averages of the amount they have received over the last five (5) years. This revenue is received once a year.

Courthouse Rent – There is an increase in the court system lease.

Recoveries – There is an increase based on meeting the projections for this current fiscal year by the six (6) month mark.

Misc. General Revenue – CA Libby stated that the money they are receiving from the sale of the old computers goes into this line item. They are at roughly at \$1,000.

Surplus to Reduce Taxes – She has not had a chance to review these numbers as of yet. She bases these numbers off of the numbers at the end of February and they just closed the month yesterday.

Commissioners' Office

CA Libby stated that there is a large increase in part due to half of the salary of the new position that was just approved. This affects the health insurance as well.

Consultant Line – CA Libby stated that \$15,000 is for the Social Services consultant based off the estimates for this year's expense and she has added the \$60,000 for the strategic planning consultant as requested by the Commissioners.

OPEB- Other Post-Employment Benefits – CA Libby explained that this increase is an every other year audit that needs to be done and FY20 is the year they will need to have it.

CA Libby stated that the supply line and the postage line both have increases because those costs were shared with Human Services but now are paid in full out of the Commissioners' Office.

CA Libby stated that there is a total increase of \$103,054.00.

Wage & Benefit

Health Reimbursement Account – CA Libby stated that this line is the 50% deductible reimbursement for non-nursing home employees. She will be looking more into this after they received the March bill as she may need to increase it.

Retiree Health Insurance – CA Libby noted that this is for non-nursing home. She explained that she has seen an increase in retirements with employees who are eligible for health insurance. She has included two (2) additional plans for FY 20.

Bonded Debt

CA Libby stated this current fiscal year was the final year for the water tank bond so there is a decrease in this line item.

Contingency

Commissioners – CA Libby stated that this covers the retirement bonuses for employees with over 30 years of service at \$10 per year of service. She has increased this line item due to the possibility of a wave of retirements coming up in the next few years.

She stated that overall the miscellaneous budgets have decreased \$88,116.

Register of Deeds – Kelley Monahan

Revenue

Online Services – There are no monies budgeted to be received in FY 20 as RD Monahan is thinking that with the new software they will not need to charge users for an online account.

RD Monahan noted the few other increases she is projecting in her revenue lines.

Expenses

Clerical – RD Monahan stated that she has included \$5,000 for overtime in this year's budget. She stated that they don't often use it but there are times where her staff needs to stay late to finish up that day's work.

Office Supplies – RD Monahan explained that they are using a de acidified paper to complete a project and she has increased her supply line by \$1,000.

Legal Fees – RD Monahan stated that she is being subpoenaed and will need a lawyer but she hopes that she will not end up needing to use that line item.

Surcharge

RD Monahan reviewed her surcharge expenses totaling \$20,071.00

10:47 AM With no further business the meeting adjourned.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Marcia Morris', with a decorative flourish at the end.

Marcia Morris,
Clerk