

GRAFTON COUNTY COMMISSIONERS' BUDGET MEETING

3855 Dartmouth College Hwy

North Haverhill, NH 03774

March 31st, 2016

PRESENT: Commissioners Cryans, Lauer and Richards. CA Libby and Admin Assistant S. Norcross.

OTHERS PRESENT: Supt. Oakes, CA Libby, NHA Labore, HSA Bishop

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

Maintenance – Superintendent Jim Oakes

Supt. Oakes stated that his budget is down \$20,000 from FY16.

He stated that water is anticipated to increase 10%. That is an increase in gallon cost. He explained that every building has a water meter and based on the size of the meter there is a set fee for that. Sewage rates are going up 14% as well.

Supt. Oakes stated that propane prices went from \$1.32 to \$1.17 a gallon.

Capital

Lightening Protection in Biomass Plant – Supt. Oakes stated that there have been numerous lightening events in the last few years. Other buildings have sustained damage resulting in insurance claims. He has budgeted \$7,500 for this project.

Building Automation System – Supt. Oakes stated that the existing system at the courthouse is eleven (11) years old and getting to the point where it is not supportable anymore. He has budgeted \$11,500.

Tractor with loader and mower deck – Supt. Oakes stated that their existing John Deere 4115 has almost 1,000 hours and has lost some of its power. The fenders are rusted through and will cost \$1,200 to replace. He stated that the front tires need to be replaced as well. He stated that he can get \$9,000 on trade in for their tractor and it will cost roughly \$30,000 for the new one. He has used \$21,000 as budgetary number and that it would be put out to bid.

Fire Alarm Upgrade – Supt. Oakes stated that this is upgrading the existing system at the Courthouse.

Nursing Home Capital Outlay

Parking Lot Expansion – Supt. Oakes explained that the current parking lot is too small to effectively support the winter parking plan which facilitates snow and ice removal. He stated that

staffing is slightly up from 2002 when the parking lot was constructed which exacerbates the problem. He stated that he has budgeted \$35,200 for twenty (20) additional parking spaces.

Nursing Home – NHA Labore, FM Jurentkuff, Melissa Belanger

Nursing Home Revenue

NHA Labore stated that they are basing revenue numbers off of a census of 126.

NHA Labore stated that they have budgeted for the VA contract. He stated that he feels this is a very conservative number and think that this VA contract will bring more residents in.

They have budgeted the Medicaid at \$160.72 for the first half and projected a 2% decrease for January 1st.

Commissioner Richards asked if there was any publicity currently to let people know about the nursing home. NHA Labore stated that said he is currently working with the rehab department on a brochure.

Nursing Home Admin

Contracted Services – NHA Labore stated that they budgeted for the Medicare compliance auditor which is \$10,000.

Vehicle Repair and Maintenance – NHA Labore stated that the transmission in the Pacifica that they have is getting ready to go. He stated that they are looking to trade the Pacifica in and get into a lease.

Software Maint/Training – NHA Labore explained that the main increase in this line is the new Point Click Care software which is budgeted at \$25,000.

Dietary

Wages – The six (6) month payroll numbers are off due to the extra payrolls in the first six (6) months.

Nursing

Wages Nursing Admin – NHA Labore stated that the large increase in that line is due to combining salaries from Assistant DON and unit manager positions into that salary line. There are no new positions here just a changing in the budget line items.

Loan Forgiveness Line – NHA Labore explained that he decreased this line item to one (1) year's payout of \$25,000 versus the \$50,000 over two (2) years. He stated that he has added \$5,000 for any possible taxes.

Travel Expense –There is an increase \$12,000 in this line item due to some of the traveling nurses requiring them to pay housing so the increase is due to that.

Restorative Nursing

New Equipment – NHA Labore explained that they zeroed this line item out. He stated that last year they entered into a contract for rehab equipment that has not brought in the revenue that they anticipated so they will not be entering into that contract again.

Education and Conference – This line was zeroed that out last year and incorporated into the nursing department.

Contract Services

Therapy & Rehab – Medicare A – NHA Labore stated that this is dependent on the Medicare part B census. They take 68% of the revenue generated from Medicare part B work.

NHA Labore stated that he has an overall increase of 3.6% from last year.

Capital Reserve

NHA Labore discussed the various requests under his capital reserve with the largest being the 3rd year of the bed replacements at \$45,000. The total capital reserve amount for FY17 is \$118,140.00.

County Attorney's Office – Atty. Saffo and Office Administrator Farina.

CA Saffo indicated that the VOCA grant that they received for \$25K in fiscal year 2016 was going to increase to \$50K in fiscal year 2017. The additional \$25K has to be used for new budget items. CA Saffo is creating a 20 hour/week position within the Victim/Witness budget that will be supported by those additional grant funds. She reviewed the other items that the grant will cover.

Atty. Saffo stated that she is asking that a support person's position be re graded to reflect their current work load as well as the increased responsibilities that will come with felony first. She discussed further details regarding the request and answered various questions from the Commissioners. She stated that other counties are asking for new attorneys but she knows the issues with the upcoming budget and feels this is a much better option than asking for new positions. CA Saffo is asking to give her assistants that are not maxed out a double step increase to compensate for the added workload from Felonies First instead of asking for a new position. Under the Assistant line there is an increase also for the new prosecutor with whom the County will have a contract with the Town of Haverhill. This will net out to a zero cost to the County.

Atty. Saffo stated that the total budget increase is \$106,374 and is offset by \$77,500 in new income that is by grant and contract so total increase from last year, including health care is \$28,874.

Human Services – Administrator Nancy Bishop

HSA Bishop stated that her budget is down \$104,000 less than the current year.

She stated that the cap has been set for FY17 and it is increasing but not by much.

12:01 PM With no further business the meeting adjourned.

Respectfully Submitted,

Linda D. Lauer, Clerk