

GRAFTON COUNTY COMMISSIONERS' BUDGET MEETING

3855 Dartmouth College Hwy

North Haverhill, NH 03774

March 5th 2015

PRESENT: Commissioners Michael Cryans, Martha Richards, Linda Lauer, Executive Director Julie Libby and Assistant S. Norcross.

OTHERS PRESENT: Sheriff Dutile, Director Andross, Thayer Paronto,

Sheriff's Department/Dispatch – Sheriff Dutile, Director of Communications Tom Andross and Thayer Paronto

Revenue:

Sheriff Dutile stated that there is a change in court bailiff's line. He explained that they are adding one more bailiff in the jail and the courts have agreed to pay for that so they will be getting reimbursed. Sheriff Dutile stated that the Bailiff's line is always a wash.

Sheriff Dutile stated that revenue is down \$49,000. He explained that the problem they used to have doing forest patrol they now have under control and are not arresting the number of people or putting in the amount of hours that they used too.

Sheriff Dutile stated that they have not budgeted for the sale of used cruisers. He explained that he has spoken with a dealership and they suggested trading in the used cruisers towards the new ones in order to reduce the bottom line of the new cruiser.

Expenses:

Equipment Repair & Maintenance – Sheriff Dutile stated that the increase in this line item is due to them entering a maintenance agreement on the in cruiser cameras.

Commissioner Richards stated that there has been discussion on NHPR about workers compensation benefits dropping in other states and she noticed that the amounts budgeted in the Sheriff's Department have decreased quite a bit. She asked why they have dropped and what it does to the benefits to an injured employee. ED Libby stated that it doesn't change the benefits at all. She explained that she changed the way that she computes how it gets charged to departments. She explained how the charges had been calculated and stated to the Commissioners that they will notice when they do the Department of Corrections budget that their workers compensation has increased significantly.

Commissioner Richards stated that Sheriff Dutile has cited a number of things that have decreased in his work load and asked how do you justify keeping the same amount of deputies

when the work load is down. Sheriff Dutile stated that their transports are off about 30% but the number of trips that they are taking to the courts is exactly the same as it was last year. He explained that instead of transporting two (2) or three (3) people to the court they are only transporting one (1) but the trip and time of the Deputy is still there, they just are not transporting as many inmates.

Dispatch

Expense

Director Andross stated that there is a small decrease in postage because they are trying to use less paper and go electronic.

Lease Communications Equipment – Director Andross stated that there is an increase in this line item due to a couple of items. He explained that their Agassiz Tower lease in Bethlehem is under renegotiation with the tower owners and he does not know if that number will change but he does not think it will change much. He stated they continue to wait for State Police to come up with a new scheme in how to bill is for our SPOTS access.

The only other item that is new is the Hanover Fairpoint Remote. Director Andross explained that once their new radio consoles are complete and Hanover's radio consoles are complete they will have the ability to interconnect with them live. Hanover is their backup center for dispatch if something goes wrong. Once this connection is in place they will be able to control their radios as well as get their phone calls and vice versa.

Capital

Sheriff Dutile stated that all the items except for two (2) are items that are in the capital budget each year.

Less Lethal Equipment – Sheriff Dutile stated that this line item is for the battery replacement in the sheriff's Tasers.

He stated they are finding that they are having more and more repairs on their copier and it is putting out more copies than it is expected to so they are looking to replace that. Director Andross stated by replacing the copier they will be eliminating other pieces of equipment around the office. ED Libby asked if they have checked into leasing a copier. She stated that all other departments in the county have three (3) year leases on their copiers. Director Andross stated that the information they received about purchasing the copier was from the same vendor that the rest of the county uses and that was his recommendation. Director Andross and Sheriff Dutile stated that they will discuss leasing a copier with ED Libby at a later time.

Dispatch Capital Reserve

Director Andross stated that there is an increase Mobile Data Terminals replacement. The have had the second generation long enough that they are starting to come out of the Deputies cars this spring.

He explained that there is a line item in their capital reserve for IT costs. This is ITM Ruggles and himself projecting what will come back that should be assessed towards Dispatch. He stated that ITM Ruggles is still working on a number so that may or may not change.

Coverage Improvement Line – Director Andross stated that he dropped it down a bit. He explained that this has been their several year initiative to start picking out some of their places that they know they have mostly portable coverage issues. It has been on hold until they finish the radio console project which should be a matter of weeks before it is completed.

Human Resources – Donna Cramer

HRD Cramer stated that many of the employee related increases are based on the Nursing Home nurse practitioner position being moved to the Human Resources budget.

She broke down all the expense line items and reviewed them with the Commissioners.

New Equipment – HRD Cramer stated that they are looking to purchase a new ID badge machine.

UNH Cooperative Extension – Dave Falkenham

Expense:

COA Falkenham stated that overall his budget hasn't changed much. His increases are due to normal staff wages and benefit increases.

ED Libby stated she would like to discuss timber sale revenue and the upgrade of the road. She explained that it doesn't directly affect the Extension budget but it does affect the budget. She stated that if her understanding was correct, Forrester Falkenham would like the money made from the timber sale to be used to upgrade the road that goes up to the county property. She said initial estimates hoped the timber sale would bring in roughly \$40,000 in revenue and roughly a cost of \$25,000 to upgrade the road. COA Falkenham stated that the early numbers from the timber sale and the trees that are marked is around \$18,000 so it looks like they will be short in the revenue that they originally estimated. ED Libby stated that she would like to see the road repairs not exceed the amount of revenue that the timber sale will produce. Forrester Falkenham said he will have the showing of the timber sale in May and have bids due two (2) weeks later. ED Libby stated that these numbers show up in FM Kimball's budget so they are trying to figure out what the costs and expenses are going to be. COA Falkenham stated that they will have the bid numbers before the end of June for the budget.

Treasurer - Bonnie Parker

Treasurer Parker stated that there is a slight decrease in her budget. She stated even though she has not spent any money in FY15 under her Education & Conference line she stated she left money in there for FY16 in case a training were to come up for her to go to.

Register of Deeds – Kelley Monahan

Revenue

RD Monahan stated that she has decided to keep her revenue at \$925,000.

She stated that they are seeing increases in Tapestry every month. They are now at about \$400 a month.

She explained that the revenue could go up but she has budgeted conservatively.

Expenses

Education and Conference – RD Monahan stated that she left this line item the same because she does not know if they will be attending the Fidler conference in Ohio this year.

Microfilm – RD Monahan stated that they have stopped microfilming and have saved about 75% of their expenses.

Surcharge

Fidler Internet – RD Monahan explained that they have had many issues with the county internet. She stated ITM Ruggles agrees that going with Fidler for internet and breaking away from the internet at the county is the best way to go for diagnostics.

The Commissioners asked RD Monahan to rethink putting her Fidler Internet charge in to the surcharge and discuss it with ED Libby.

Conservation District- Pam Gilbert, Linda Brownson, James Seidel

The County supports the Administrative Assistant position for the Conservation District. The increase in this budget is directly related to that position, mostly associated with the increase in the County's health insurance premium.

Other materials were provided for the Commissioners review and J. Seidel thanked the Commissioners for all the support they offer to the Conservation District.

*12:01 PM - Commissioner Richards 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 Lauer seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Cryans “yes”; Commissioner Richards “yes”; Commissioner Lauer “yes” Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

*12:21 PM Commissioner Cryans declared the meeting back in public session.

Commissioner Richards moved to permanently seal the minutes from the just completed non-public session in the event they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Lauer seconded the motion and all were in favor.

12:21 AM with no further business the meeting adjourned.

Respectfully Submitted,

Linda D. Lauer, Clerk