

EXECUTIVE COMMITTEE MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
Monday May 16, 2011

PRESENT: Representatives Bulis, Sova, Gionet, Almy, Brosseau, Townsend and Ladd, Commissioners Cryans, Executive Director Clough and Secretary Martino.

EXCUSED: Representatives Aguiar and White

Rep. Bulis called the meeting to order at 9:08 AM. Representative Ladd led the Pledge of Allegiance.

Rep. Bulis asked if there were any corrections to the minutes which Rep. Gionet said the date was incorrect at the top. Rep. Bulis asked Sec. Martino to make the correction.

Rep. Bulis asked for a motion to approve the minutes from April 18, 2011.

Rep. Sova moved to approve the minutes as amended which was seconded by Rep. Ladd. All were in favor.

TREASURER'S REPORT

Treasurer Elliott said there was \$5M in the general account at the end of April and \$3M in a CD at Mascoma Bank which will come due in June. She said she hopes the County can go until September without having to borrow money.

Treasurer Elliott said that because the Nursing Home is making more frequent deposits, Woodsville Bank has increased the service charge another \$5 a month. Treasurer Elliott said she would like the Delegation to increase her service charge line another \$60 for FY12 when they vote on the budget. She also said that there have been a number of stop payments on checks because employees have either misplaced or lost them. The fee for that is \$20 for each stop payment.

Rep. Bulis asked about using direct deposit and Director Clough said the County offers direct deposit but can not mandate that employees use that service.

Rep. Almy said there ought to be a penalty for lost checks and suggested that an employee be allowed only 2 per year before being charged.

Rep. Sova said that he thought the penalty should happen with the first one. After some discussion a motion was made.

Rep. Almy moved to recommend to the Commissioners that the cost of a stop payment on a check be borne by the employee, which was seconded by Rep. Sova. All were in favor.

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

COMMISSIONERS' REPORT

Commissioner Cryans said that most of the effort of the Board of Commissioners has been put into the budget, with the public hearing being held on Wednesday the 18th at 7:00 PM.

There were five people who recently graduated from Drug Court and two Correctional Officers from Grafton County received their certification at a graduation in Boscawen. Both events were well attended.

The Jail is still two weeks behind schedule but in the overall scheme of things, is not too bad.

The Farm planting will be delayed due to the wet weather.

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

EXECUTIVE DIRECTOR'S FINANCIAL REPORT

Director Clough reviewed the Variance Report and began with the revenue. Victim Witness is below revenue but that is due to the grant being reimbursed at the end of each quarter and Interest is down because of interest rates being so low. In expenses, the Mental Health Court is a 100% grant therefore there is a 100% revenue offset for all expenses. This grant is also reimbursed at the end of each quarter. The Farm is over expended by about \$13K and the Bond will eventually even out.

Rep. Ladd asked why the Corrections revenue is down and Director Clough said that the bulk of their revenue comes from the inmate's use of the phones, which has been down.

Director Clough then reviewed the Prorated Report which is shown 10 months into the year or 83.33%. The County is slightly over revenue and \$1.7M under expended. After a correction in the HS area, the undesignated fund total is \$4,134,322 and Director Clough said she still feels comfortable using \$3M to reduce taxes. The Grafton County policy is to keep 5-8 % of the operational budget for a proper bond rating.

There was a discussion about reports and Rep. Almy said that she would like to be able to review what happens in a particular month without having to look back at last month for the information. There was some discussion as to what exactly Rep. Almy was looking for. After some conversation, Director Clough said she would work on something and then forward to Rep. Almy. The two would work together to produce a report.

Director Clough gave the committee a bound booklet of information regarding employee benefits and wages so they could review it before the next budget review meeting on the 23rd.

Director Clough informed the committee that the census in the Jail was 98 in-house, 16 in Drug Court (with 3 in custody) and 6 out on electronic monitoring. Census at the Nursing Home is 133.

Rep. Almy asked Director Clough if she would take the committee through the booklet.

Rep. Ladd asked if the Bargaining Unit employees were in one specific department and Director Clough said were not all in one department but all in the Nursing Home.

Director Clough said that Primex is the insurance provider and they offer Harvard Pilgrim. She said that Primex will no longer be in the health insurance business as of June 2012 and there will have to be a comprehensive look at insurance for FY2013.

Rep. Ladd asked if there was any effort for all the Counties to join together in a group insurance and Director Clough said there was not, but Grafton County is working with the SAU's right now to see if that is something that might make sense to do.

Rep. Almy asked if there was a five year comparison of salaries and Director Clough said she had the information but it was not printed. She would have that printed by the end of the meeting.

Rep. Gionet said he noticed that some positions were missing from the comparison of salaries between Counties and Director Clough said that the information was gathered by the HR Affiliate and not all the positions were requested. She said she could try and get last year's information and Rep. Bulis asked that she send that to him, and he will forward to committee members.

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

OLD BUSINESS

Rules & By-laws

Rep. Bulis said he would like to see these approved today so that they could be approved by the full Delegation at their meeting. He said that he did have a written comment from Rep. Aguiar which basically said he would like to avoid the type of confusion that they had on reorganization day, in the future. Rep. Bulis didn't think that scenario would present itself again and Rep. Ladd said that with redistricting, he didn't think it would either and they did not expect to see another 50/50 split which is why the language was taken out. There was discussion as to how the first meeting of the reorganization would be called.

In a discussion about compensation, Rep. Bulis felt that if a Representative attends a meeting such as the public hearing on Wednesday, or if for example, the Chair, V. Chair and Clerk need to present at some seminar, then he feels that mileage should be paid but not for anything other than that kind of situation.

Rep. Townsend thought Rep. Bulis's suggestion seemed reasonable, and that perhaps it could be at the approval of the Chair when it came to other kinds of events. Rep. Almy suggested that would put a lot of strain on the Chairman to approve.

Rep. Gionet said that if it appears that the Commissioners don't feel that they need a Representative at the County, then there is no need to come, but he said that he feels that the County shouldn't be any different than the state when it comes to mileage and that if you show up for some kind of business, you should get paid.

Rep. Ladd said they had to be careful as to what "business" is and he thought it should be at the pleasure of the Chairman also.

Rep. Gionet disagreed and thought the State and the County ought to be looked at the same. Rep. Bulis said there is a difference between the State and the County and that here (County), they act as a group and vote for an outcome whereas at the State, Legislators act more independently.

Rep. Bulis said he thought there should be a mechanism in place so as not to put the onus on the Chair.

There was continued discussion as to what should be considered when paying mileage.

Rep. Sova suggested that approval for mileage by the Executive Committee be considered before attending the event. Rep. Ladd agreed with that and suggested that an addendum should be added to the rule of compensation which says "at the approval of the Executive Committee".

Rep. Gionet said that maybe Rep. Ladd should make that suggestion to the State and see how far that goes. Rep. Ladd said there have been times when the State has said they will not pay for mileage.

Rep. Ladd moved to add the line "unless otherwise authorized by the Executive Committee", at the end of the paragraph titled Compensation in the proposed Delegation Bylaws, which was seconded by Rep. Townsend. Reps. Brosseau, Bulis, Sova, Ladd, Townsend and Almy were in favor. Rep. Gionet was opposed.

The subject of Conflict of Interest was then discussed and Rep. Bulis had passed out an addendum to that bylaw. Rep. Almy said the committee needs to be more rigorous at a County level because there is more of a potential of having close personal ties to someone who could benefit from a vote.

Rep. Sova said he doesn't see why they should not be allowed to vote if they state they have a conflict in the beginning. Rep. Bulis said if you have a direct pecuniary interest it would make a difference.

Rep. Gionet said that all this was getting a bit ridiculous and pretty soon they're going to need a lawyer at their meetings to make sure they're doing everything right.

There was further discussion

Rep. Townsend thought that perhaps they should just leave the language in suggesting that this would not be apt to happen often.

Rep. Sova suggested changing wording from “should” to “may”.

Rep. Ladd said he just thinks that if you have a conflict it should be made public.

Rep. Sova moved to accept the proposed addendum to the bylaw addressing Conflict of Interest which was seconded by Rep. Brosseau. All were in favor.

There was a discussion about the bylaw that addressed appropriation transfers but nothing was changed. Director Clough said that it is rare to transfer money from a different department and that transfer appropriation approvals are done at the end of the year. A report can be generated which shows which lines are over expended so the committee can keep abreast of that information. Director Clough said this is the best year she’s seen so far regarding fewer over expenditures.

The committee agreed to remove the information in parentheses after the Call to Order in regard to the Reorganization or Special Delegation Meeting agenda format, as it was addressed under a previous title.

Rep. Sova moved to adopt the Bylaws as amended and to present them to the full Delegation to be voted on at a future meeting, which was seconded by Rep. Brosseau.

Reps. Brosseau, Bulis, Sova, Ladd, Townsend and Almy were in favor. Rep. Gionet was opposed.

Rep. Bulis congratulated the subcommittee, Reps. Almy, Townsend and Ladd, for the fine work on the bylaws which had been long overdue. Rep. Ladd said once these are approved he would like to see them sent to the other counties as there has been some interest.

Rep. Gionet asked about the water tank and Director Clough said there is a meeting with Woodsville Water & Light on the 14th of June at 7:00 PM,. Other than that, things are on hold.

Rep. Gionet asked about test wells and Director Clough reiterated that nothing is being done until after the meeting with WW&L.

NEW BUSINESS

Rep. Bulis said for the next budget meeting he would like to have a goal setting and probably want to start with wages and benefits.

Rep. Townsend moved that mileage be paid to Delegation members for travel to the Commissioners' Budget Hearing on Wednesday evening, which was seconded by Rep. Sova.

Discussion

Rep. Almy said that the State doesn't pay for car pooling but that doesn't seem to be the same for the County. Director Clough said she is never informed about who is car pooling but agreed that mileage should only be paid to the driver. Rep. Ladd said in Concord they have a sign in sheet and it was decided that is what would be used at the County from now on and only those driving would received mileage.

When the vote was taken, all were in favor.

Rep. Bulis will inform all the Delegates regarding this vote.

Dates for future meetings were discussed. The next budget review meeting will be on the 23rd and it would be an all day meeting. There will be another meeting on the 27th from 9:00 AM to 1:00 PM and then another meeting on June 6th beginning at 9:00 AM. The final Delegation vote on the budget will be on either the 20th or the 27th of June, depending on how soon the Executive Committee can get the budget wrapped up.

11:05 AM With no further business the meeting was adjourned.

Respectfully submitted,

Charles Sova, Clerk