

EXECUTIVE COMMITTEE BUDGET REVIEW

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
Monday May 7, 2012

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

Rep. Bulis called the meeting to order at 9:25 AM after visiting the Registry of Deeds to look at the area where the old records are kept. The committee recited the Pledge of Allegiance.

Rep. Bulis said that the ribbon cutting ceremony was held at the new Correctional Facility yesterday and that it went very well. He said that congratulations were in order for a job well done. He asked if there would be a time that other representatives could tour the facility and Director Clough said it is now officially an operational Jail which would be closed to the public.

Rep. Sova moved to approve the minutes from the April 16, 2012 meeting which was seconded by Rep. Almy. All were in favor.

Rep. White asked if minutes could be sent electronically as opposed to sent by print suggesting it would save money and that he didn't need a written copy once read. There was discussion about this as some Reps. wanted a written copy and others were fine with electronic. Sec. Martino said that she would electronically send those who wanted the minutes by email and a written draft to those Reps those who wanted a hard copy.

Rep. White moved to have the minutes sent electronically unless a Rep. requested a hard copy which was seconded by Rep. Sova. All were in favor.

COMMISSIONERS BUDGET REPORT

Commissioner Cryans began by thanking the Reps who attended the Jail opening ceremony Sunday for coming to the event.

Commissioner Cryans stated that in the decision of the FY13 budget, there was a unanimous vote on Corrections, Bonded Debt, Delegation Expenses and a couple other small budget items and that other than that the votes were divided 2 to 1.

There is a 2-3% decrease in health insurance
A 1.875% Cost of Living Adjustment was negotiated with the Employee Council

There is an 8.75% increase in the amount to be raised by taxes with an overall budget increase of 4.76%.

Commissioner Cryans broke down the figures for both increases and decreases. There are 5.6 new budget positions.

Rep. Bulis asked if the Board of Commissioners set any budget goals for department heads. Commissioner Cryans said “no”.

Rep. Gionet asked if the operating costs for the new Jail have increased from what was expected and Director Clough said they had actually decreased.

Rep. White said there were some rumors going around regarding bonuses that were being paid to some employee and Commissioner Cryans said there were no bonuses in the budget.

Rep. Ladd asked how the cost of living was calculated and Commissioner Cryans said that it was negotiated with the Employees and the Board was willing to offer 1.875 on a 2 to 1 vote. Commissioner Burton said that the Employee Council asked for 3.6% which was the increase in Social Security but the Board voted on what they could live with in this budget.

Employees who are eligible will receive their step increase and the cost of living and those who are maxed out on the wage scale will only receive the cost of living. Director Clough said that 86 employees out of approximately 389 who are on the wage/step scale, are maxed out.

Rep. White said that it is important to understand that the wage scale step system is set up for proper compensation in the growth to a proficient employee.

Rep. Bulis asked if anyone wanted to make a motion to accept the proposed budget and no one did.

Register of Deeds – Kelley Monahan

Revenue was discussed and RD Monahan said that she would hope that revenue would increase after adding some new software but couldn't count on that at this point. Revenue remains flat.

Expenses: 3 out of 5 Deeds staff are maxed out on the wage scale so there will be no step increases for those employees.

\$15K will be coming from the surcharge account to cover the software contract. Rep. Ladd asked if each department negotiates their contracts separately and Director Clough replied that they do.

Director Clough noted that maintenance is no longer allocated to departments other than the Nursing Home.

Rep. Ladd felt that the County should consider central purchasing in order to get the best price on items. Director Clough said that there was discussion about this with the Board

but she felt that she needed time in order to do a proper analysis of the position and there just hasn't been time to do that between the time the audit came out and now. She said the idea hasn't been dismissed, just postponed until it can be given proper thought.

Rep. White said that unless the committee is ready to simply add this position and put a person in place, it will have to wait and be considered in the future.

Director Clough said that the Deeds surcharge account and the Dispatch and Nursing Home capital reserve accounts are going to be separate accounts from the budget and not part of the operating budget, as recommended by Melanson & Heath auditors. Monies coming out of those accounts need the approval of the Delegation.

Rep. Almy thought they should at least show in the budget for transparency.

Deeds Surcharge

There is a total request of \$76,499 from the surcharge account for the fire suppression system, computer replacement, software contract and misc.

Rep. White asked RD Monahan what the real concern is regarding the storage of records and RD Monahan said it was primarily water damage. Rep. White asked what the threat was and RD Monahan replied that it would be water from either the ceiling or the floor.

Rep. White stated that sprinklers don't just go off without having a ceiling temperature of at least 180 degrees. He said that he didn't think that adding the fire suppression system was solving the problem as there are other water pipes located in that area.

There was further discussion about this issue. The committee decided to postpone the discussion about the fire suppression until Maintenance Superintendent Oakes could be spoken to, which would be during the Maintenance budget.

10:55 AM A recess was called

11:00 AM Rep. Bulis called the meeting back to order

Sheriff Department – Sheriff Doug Dutile

Expenses: There has been an increase in cruiser repair because the Dept. had been asked to try to get by with just one new car per year, which ended up leaving the others with more mileage and more maintenance. They began ordering three cars per year again last fiscal year.

There was a discussion about the Grafton County Sheriff's Department staff operating under 42.5 hours as opposed to 40 hours. Sheriff Dutile explained this and said that they do not get overtime unless they exceed the 42.5 hours.

Rep. Gionet asked if maintenance on the vehicles is bid out and Sheriff Dutile replied that it used to be but they have to go to a Ford dealer for their warranties so they just use the local Ford dealer for maintenance.

Capital Outlay was reviewed.

Dispatch – Communications Director Tom Andross

Revenues: this will be the first full year of revenues under the fiscal year operation.

Expenses: request includes a person that will be shared 50% with the Sheriff Dept. for clerical purposes. Each department will pay 50% of salary and benefits.

Dispatch will also use part time hours to create a full time position with benefits, stating is becoming too difficult to fill shifts with part time help. One staff member will be coming off of health insurance onto wages in lieu of health insurance and this new position will be added to health insurance.

DRED is now charging the County for two radio tower sites at \$1000 each.

Capital Reserve items were discussed.

Director Andross said that on behalf of himself and his Dispatchers he would like to publically thank Rep. Sova for his work on HB1133.

County Attorney’s Office – County Attorney Lara Saffo

The CA Office is looking for one full time clerical position and one full time attorney. Atty. Saffo discussed the need for additional help in her office due to an increase in cases. Rep. Ladd asked if the two people she was requesting was going to satisfy the needs in the office and suggested that perhaps there should be another position added.

Atty. Saffo informed the committee that she had asked for a double step increase for one of her attorneys and the deputy attorney.

There was some discussion about the renovation of the conference room that is next to the Attorney’s Office which will create some much needed room for staff.

Attorney Saffo was asked to come back on another date to go over the rest of the budgets as time had run short and other items needed to be dealt with prior to the Delegation meeting on Monday.

There was a discussion to determine the Elected Official’s salaries which would go into affect on January 1, 2013 and continue until December 31, 2015.

Rep. White moved to recommended the Elected Officials salaries as noted below which was seconded by Rep. Sova

Commissioner Chair	\$11,128
Commissioner	\$10,774
Treasurer	\$ 5,000
Sheriff	\$60,693
Register of Deeds	\$57,300
County Attorney	\$80,000

Rep. White said that he reached these figures by analyzing the data that was given them from the NHACo on all ten counties.

DISCUSSION:

Rep. Almy said the information from NHACo doesn't take into account any new increases that these positions may be receiving.

There was a lot of discussion and Rep. White said that he thought the Elected Officials should be in the salary mid-range of all counties.

There was a discussion which included whether or not the full time Elected Officials should receive a 2% COLA. Rep. Brosseau said he didn't think anyone should be receiving a raise.

Rep. Aguiar motioned to make an amendment to support a 2% increase for the Sheriff, County Attorney and Register of Deeds and all other Elected Officials would stay at their current rate, which was seconded by Rep. White.

Reps. White, Townsend, Almy, Ladd, Aguiar and Bulis were in favor and Reps. Sova, Brosseau and Gionet were opposed. Amendment passes.

Vote was taken on original motion and Reps. White, Townsend, Almy, Ladd, Aguiar and Bulis were in favor and Reps. Sova, Brosseau and Gionet were opposed. Motion passes.

1:05 PM With no further business the meeting was adjourned.

Respectfully submitted,

Charles Sova, Clerk