

EXECUTIVE COMMITTEE MEETING

Administration Building  
3855 Dartmouth College Highway  
North Haverhill, NH  
September 15<sup>th</sup> 2014

PRESENT: Representatives Smith, Ladd, Friedrich, Mulholland, Townsend and Sykes. Commissioners Cryans, Richards and Lauer, Executive Director Clough and Administrative Asst. Samantha Norcross.

EXCUSED: Representatives White, Gionet and Shackett. Treasurer Parker.

9:09AM Rep. Ladd called meeting to order and began with the Pledge of Allegiance led by Rep. Townsend.

Commissioner Cryans asked for a moment of silence in honor of Betsy Miller, NHAC Executive Director, who passed away last week.

Rep. Ladd stated that were seven (7) sets of minutes that needed to be approved.

Rep. Townsend moved to approve the May 19<sup>th</sup> Executive Committee minutes. Rep. Smith seconded the motion and all were in favor.

Rep. Townsend moved to approve the May 19<sup>th</sup> Delegation minutes. Rep. Smith seconded the motion and all were in favor.

Rep. Townsend moved to approve the June 2<sup>nd</sup> Executive Committee minutes. Rep. Smith seconded the motion and all were in favor.

Rep. Mulholland moved to approve the June 6<sup>th</sup> Executive Committee minutes. Rep. Townsend seconded the motion and all were in favor.

Rep. Townsend moved to approve the June 9<sup>th</sup> Executive Committee minutes. Rep. Smith seconded the motion and all were in favor.

Rep. Mulholland moved to approve the June 13<sup>th</sup> Executive Committee minutes. Rep. Smith seconded the motion and all were in favor.

Rep. Townsend moved to approve the June 23<sup>rd</sup> Delegation minutes. Rep. Smith seconded the motion and all were in favor.

ED Clough gave the following Treasurers Report:

## Bonnie Parker

### Treasurer's Report

### Executive Committee Meeting

September 15<sup>th</sup>, 2014

- Our Current General Fund balance as of September 12th, at Woodsville Guaranty Savings Bank is: \$299,758.02.
- The Combined Accumulated interest in the current fiscal year (July 01, 2014 to August 31st 2014) is \$2,578.87.
- Total Interest earned in Fiscal Year 2014 was \$26,469.48 which exceed budget by \$1,649.48.

#### We have investments as follows:

- Our Nursing Home Capital Reserve CD valued at \$150,077.98 is invested at Ledyard National Bank in a 1 year CD at a rate of .55% and will mature on 01/19/15.
- Our Deeds Surcharge CD valued at \$100,977.80 is invested at Ledyard National Bank in a 1 year CD at a rate of .50% and will mature on 7/20/2015.
- Our Dispatch Capital Reserve CD valued at \$107,065.42 is invested at Ledyard National Bank in a 1 year CD at .50% and will mature on 5/23/2015.
- Funds in the General Fund continue to earn interest at a tiered level at Woodsville Guaranty Savings Bank and remain secured with a letter of credit from the Federal Reserve Bank of Boston. Tiered interest takes effect after the balance in the account falls below \$1M. We currently have a balance less than \$1M therefore our rate varies based on the daily balance.

***On Tuesday, September 09, 2014 I presented my recommendation to the Commissioners for the Fiscal Year 2015 Tax Anticipation Note that we will need to secure very shortly. The Delegation authorized me to borrow up to \$5 million to cover expenses as we run short in anticipation of tax receipts, I will again do this with a line of credit. After a comparison between area lenders, the best rate I found is .50% offered by Woodsville Guaranty Savings Bank. The Commissioners approved this recommendation on Tuesday 9/09/14. Per RSA 29:8 I am now seeking approval from the Executive Committee to accept this offer from Woodsville Guaranty Savings for our TAN Line of Credit. No other lender came close to this very low rate. Our volume of business at Woodsville Guaranty gains us this generous borrowing rate there.***

Respectfully submitted,  
Bonnie Parker

## Grafton County Treasurer

Rep. Mulholland moved to accept Woodsville Guaranty Savings Bank's rate of .50% for the Tax Anticipation Note Line of Credit. Rep. Townsend seconded the motion and all were in favor.

Rep. Mulholland moved to accept Treasurers Report as written. Rep. Sykes seconded the motion and all were in favor.

NHA Labore arrived to discuss with the Executive Committee the letter regarding Medicaid Managed Care that has been sent out to them. He stated that the letter is encouraging the representatives to ask the Governor to delay implementation of Phase II, as none of the players are ready. NHA Labore and the Committee members had a lengthy discussion regarding the Medicaid Managed Care and everyone was in agreement that something needs to be done.

### Commissioners' Report September 15, 2014

- NHAC Executive Director/Lobbyist Betsy Miller passed away on September 4<sup>th</sup>.
- Commissioners Meetings: Tomorrow 9AM – Enfield Town Hall; Tuesday, October 7<sup>th</sup> – Bristol Town Offices.
- Superintendent-in-training Tom Elliott will be appointed Superintendent on September 30<sup>th</sup>. Superintendent Libby will be retiring effective October 31<sup>st</sup>.
- Nursing Home Renovation:
  - Banwell Architects from Lebanon
  - Estes & Gallop – Lyme is the Construction Manager
  - Construction/Renovations scheduled to begin November 10<sup>th</sup>.
  - Guaranteed Maximum Price will be determined in the next month – currently still using the estimates from the spring.
  - Construction will be done a unit a time. Maple (first floor) will be done first – followed by Profile (Upper floor)
  - State Fire Marshal's Office has been involved since early on as well as the Department of Health & Human Services. Although we do not have formal approval of our variance requests from the Fire Marshal's office we have been told verbally that it is approved.
  - Relocation of the Commissioner's Office, Human Services and IT have already begun. The top floor will be vacant by 10/03/14 to allow maintenance & nursing home time to do retrofits needed before moving patients over during the last week of October.
  - We have given you a map to show where those offices will be located after 10/03/14. Your next meeting in November will be held in the basement conference room.

Rep. Sykes moved to approve the Commissioners' report. Rep. Mulholland seconded the motion and all were in favor.

ED Clough reviewed the Executive Director's Report with the Committee.

She stated that Fiscal Year 2014 ended well. The year ended at just over \$37 Million in revenue and \$37.2 million in expenses. We were \$2 million over in revenue and \$750,000 under in expenditures. The year ended with about a \$2.15 million undesignated fund balance.

#### FY15 August Reports

ED Clough explained that the first few months of a fiscal year usually show many departments over expended due to property liability insurance, workers comp. insurance all coming out at the beginning of the fiscal year and three (3) payrolls in August. All departments besides the Sheriff's Department and Register of Deeds are below where they should be in revenue but that is very typical at this point in the fiscal year.

#### Prorated Report:

ED Clough stated that they are \$107,000 over revenue and are over expended by \$48,000 at this juncture of the fiscal year due to the reasoning's just given.

Rep. Sykes moved to approve the Executive Director's report. Rep. Townsend seconded the motion and all were in favor.

#### Old Business

Rep. Smith stated that she was contacted by the Chairman of her select board in Hebron regarding the Dispatch Center. Hebron has withdrawn from county dispatch services due to the county fees being twice the amount as Plymouth. Rumney has pulled out as well. Rep. Smith asked why we charge so much more and if this will hurt us in the long run.

ED Clough stated that she does not know how Plymouth assesses a fee to the agencies that it dispatches for but the Grafton County Dispatch Center bases theirs on a fee for service. If an agency uses it that's what they pay for. They take the expenses to operate the dispatch center and those are portioned out to all the users based on the amount of service provided to them.

The Committee requested that Director of Communications Tom Andross attend their next meeting in November to discuss the Dispatch Center and the questions that have been raised regarding their fees.

New Business

Commissioner Cryans stated that NHA Labore said he would be more than willing to assist the Delegation in any way that they need to deal with the Medicaid Managed Care.

Rep. Townsend moved that a version of the letter that was sent to the Delegation be sent to Executive Councilor Joe Kenney. Rep. Sykes seconded the motion and all were in favor.

Rep. Ladd stated that he wants a copy of the letter that was sent to the Delegation to be addressed to Executive Councilor Joe Kenney. He stated would like to have the letter signed by the Chairman of the Delegation Andy White and himself as the Vice-Chairman.

Rep. Ladd stated that the Grafton County Economic Development will host its Annual Meeting on September 18<sup>th</sup> at the Common Man in Plymouth.

Rep. Ladd stated that he has a draft of the North County Council Regional Planning Report and discussed the dates of the meetings with the Committee.

Rep. Ladd stated that nine (9) kids selected in North Haverhill were selected to attend an exposition down south for 4H. This is offered through the UNH Cooperative Extension.

Commissioner Richards stated that North Country Council is having their Annual Meeting October 22<sup>nd</sup> at the Mountain View Grand in Whitefield.

Rep. Ladd stated that the next Executive Committee Meeting will be held November 17<sup>th</sup> at 9:00AM.

10:36 AM With no further business the meeting adjourned

Sincerely,

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Suzanne Smith, Clerk