

GRAFTON COUNTY EXECUTIVE COMMITTEE BUDGET MEETING
Administration Building
North Haverhill, NH 03774
June 16, 2023

PRESENT: Reps. Sykes, Simon, Baldwin, Bolton, Sellers, Morse, Stringham, Murphy, and Rochefort. Commissioner Piper, County Administrator Libby, and Administrative Assistant Norcross.

Rep. Sykes called the meeting to order at 9:00am and began with the Pledge of Allegiance led by Rep. Rochefort.

Rep. Sykes stated that the minutes from the May 22nd, June 5th, June 7th, June 9th and June 12th meetings need to be approved.

MOTION: Rep. Stringham moved to approve the Executive Committee minutes from May 22nd, June 5th, June 7th, June 9th and June 12th. Rep. Bolton seconded the motion and eight (8) were in favor. Rep. Rochefort abstained.

Rep. Stringham had a discussion with the Committee regarding how the Department of Corrections is being utilized. He discussed various ways of making operations more efficient such as regionalization with other County facilities to maximize the use of the facility. He asked if the Commissioners would need additional funds in the budget to be able to study this topic. Commissioner Piper explained that the Commissioners have already put this in motion. There has been a discussion this last budget season regarding regionalization. The Commissioners have always felt that Grafton County is in a position to be the hub for regionalization due to its state of the art facility. Rep. Sykes asked if there is there an opportunity to change some of that facility into to housing for nursing. CA Libby stated that the County could not house anyone without criminal charges inside the secure perimeter of the facility and there is no housing outside the secure perimeter of the facility. She went on to state that all other options are on the table and the Commissioners would be looking at ways to increase efficiency within the facility.

Retiree Health Insurance – Rep. Simon asked about the health benefits for life for employees who reach certain lengths of service. He stated that he feels like this is a benefit that almost no one gets anymore and would like to see more details such as how many people are on it and how much that costs. CA Libby stated that she did not have that information at that time but would get it to him.

Rep. Simon stated that he loves the idea of keeping a level budget for tax purposes but is mindful that this is not likely to continue for many more years, noting that ARPA funds have been used and any capital requests next year will come back to the budget. His concern in keeping it level this year is he wonders if they are setting up constituents up for a heavy hit next year. Rep. Murphy stated that with the targeted increase and using surplus to zero the tax increase, the fund balance is still just above the high end of the range. He stated that he is not sure he could justify to his constituents having a large surplus and not using it to offset taxes. Rep. Simon expressed

concerns and stated that he would like to see a gradual increase in the tax rate and not a large increase in one year.

Commissioner Piper explained that the County has been able to use a sufficient amount of funds to provide a decrease in tax rate for the last three (3) years and that has been primarily due to increased proshare payments from the state. She noted that she shares Rep. Simon's concerns. The wage increases are going to create an additional expense. CA Libby stated that the projected fund balance is just under \$9 million or 16.69% of the FY24 proposed budget.

Rep. Sykes stated that for a minimal amount of change in surplus, they could decrease the amount to be raised in taxes for a 4th year in a row rather than a 0%. He asked CA Libby what the impact to the surplus would be to get the tax increase to the .05% decrease that the Commissioners originally proposed. CA Libby stated that to go from a 0% tax increase to a .05% decrease has a minimal impact on surplus; it would be an additional \$15,000, which would bring the percentage to a .06% decrease. The Committee further discussed the surplus and agreed to use the additional surplus funds to present a .06% decrease in the amount to be raised by taxes.

Rep. Simon stated that he has full respect for the work that was put into this budget by everyone and he is not questioning any of that. He wanted to express his concerns about a gradual tax increase rather than steep increase in a year because they have brought in a tax decrease for multiple years in a row.

MOTION: Rep. Sellers moved to approve a budget with a -.06% decrease in the amount to be raised by taxes. Rep. Bolton seconded the motion.

Discussion: CA Libby requested that the motion state the budget total as well as the amount to be raised by taxes.

Rep. Sellers withdrew his motion. Rep. Bolton withdrew his second.

MOTION: Rep. Sellers moved to recommend a budget of \$53,769,433 with \$26,515,876.00 to be raised by taxes. Rep. Stringham seconded the motion.

Discussion: Rep. Morse thanked everyone for their hard work on the budget. Rep. Sellers asked to confirm that this budget has a .06% decrease in the amount to be raised by taxes. CA Libby stated that was correct.

The Committee voted on the motion and all were in favor

ARPA Small Business Applications

1. CA Libby stated that when the small business applications were approved, there was a business, Fig Tree Gallery; that the Commissioners did not fund because tax documents were not received. She explained that she contacted the business to ask for the documents and they did not respond. When she sent out the email letting the small businesses know of the funding amounts, this business contacted her stating they never received the email about the missing documents.

CA Libby stated that this business immediately provided all of the missing documentation. This business applied for \$5,000 and is asking to be reconsidered for funding.

2. CA Libby explained that this past Wednesday she received an email from a small business called Integrity Yoga in Hanover, asking what the outcome for funding was. She stated that after looking through her email she realized that this business was missed and was not included with the rest of the applications for approval. She explained that this was her mistake and she asked the Executive Committee for consideration to approve this business's request. This business has requested \$20,000 and would receive \$16,604.00 as the max amount that was allocated.

MOTION: Rep. Sellers moved to fund Fig Tree Gallery and Integrity Yoga for a total of \$21,604. Rep. Morse seconded the motion and all were in favor.

ARPA Nonprofit Applications

Rep. Sykes stated that concerns were raised regarding two (2) nonprofits that applied as they were not 501 (c) 3 status. Commissioner Piper stated that the Commissioners were very flexible with the two (2) organizations that were not a 501 (c) 3. Rep. Sykes stated that they published criteria for circumstances as to how these awards would be made and they are to be 501 (c) 3. They have accepted two (2) organizations that did not fall under that. He noted that there were organizations that did not apply because they were not a 501 (c) 3 organization. Commissioner Piper stated that the applications does not state specifically 501 (c) 3, it stated *Nonprofits operating for a public or social benefit, such as: a. IRS Section 501(c)(3)s (charitable nonprofits)*. She stated that the words "such as" does not limit it to the 501 (c) 3 status. The Committee further discussed the nonprofit applications.

MOTION: Rep. Baldwin moved to approve the \$489,318.00 in ARPA funding for nonprofit organizations as recommended by the Commissioners. Rep. Sellers seconded the motion and seven (7) were in favor. Reps. Bolton and Stringham abstained.

ARPA Municipality Applications

Commissioner Piper stated that the Commissioners originally wanted to provide \$50,000 as a max but then agreed to \$40,000 when the applications came in well over the \$1 million that was allocated. She noted that Wentworth has submitted a late application and is requesting reconsideration. The Commissioners are asking that \$155,850.00 in additional funds be approved to allow municipalities to receive a max of \$40,000.

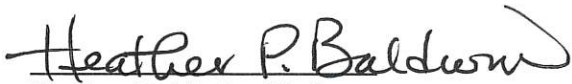
CA Libby explained that by reducing the max allowed to \$40,000, it brought the total cost down to \$1,155,850.00. She stated that the amount allocated for municipalities was \$1 million and therefore the Commissioners are requesting \$155,850 in additional funds. Rep. Sellers stated that he had originally requested to fund \$1.2 million for municipalities. Rep. Sykes stated that if Wentworth asked for some help, that he would be inclined to send them the money. He thinks that \$40,000 for a town is a reasonable compromise. Rep. Sellers stated that between the additional small business requests and this additional request, the County will be spending roughly \$170,000 more in ARPA funds and they are chipping away at those funds. Rep. Morse

stated that if they are going to be spending ARPA funds, what better way to spend it by helping out their towns. Rep. Sellers stated that he was irritated that he had originally proposed raising the amount funded to municipalities to \$1.2 million and it was voted down. Rep. Morse stated that she did not support that original proposal because Rep. Sellers wanted to decrease the amount of funding for nonprofits and small businesses. The Committee further discussed the municipality applications and were in agreement to fund them as presented.

MOTION: Rep. Simon moved to approve the \$1,155,850 in APRA funding for municipalities as recommended by the Commissioners. Rep. Baldwin seconded the motion and all were in favor.

10:51 AM with no further business, the meeting adjourned.

Respectfully Submitted,


Heather Baldwin, Clerk

Nursing Department Targeted Wage Increase Proposal

In consultation with the Grafton County Administrator and the Grafton County Human Resources Director, Nursing Home Administration has proposed a targeted wage increase for nursing personnel in our Nursing Department. This proposal was fully supported by the Grafton County Commissioners during their meeting on June 6, 2023. Key points of this proposal include:

- A standard increase of \$4 per hour, on top of the already approved \$2 per hour increase found in the Commissioner's budget, creating a total increase of \$6 per hour to the RN, LPN, and LNA wage lines within the Nursing Department budget (revised department budget is attached. Highlighted figure represents anticipated cost increase for affected positions).
- The proposed \$6 per hour increase will adjust wage scales as follows:
 - Registered Nurse: \$36.08 (\$75,046.40) - \$48.12 (\$100,089.60)
 - Licensed Practical Nurse: \$29.57 (\$61,505.60) - \$39.00 (\$81,120)
 - Tier I Licensed Nursing Assistant: \$22.75 (\$47,320) - \$29.45 (\$61,256.00)
- Projected cost impact to implement the proposed wage increase is \$1,915,890.00

To help offset a portion of the costs associated with this proposal, Nursing Home Administration has made the following adjustments to our department budget:

- Reduced contract nursing (02-5140-012) by \$500,000, to a new budget figure of \$3,600,000.00
- Increased our revenue projection by \$1,107,196.29 (revised projection is attached). We are proposing an average daily census of 98.

With the increase in revenue and the projected reduction in contract nursing services, we anticipate implementation of this proposal will have a net increase of \$308,693.71 to the nursing home's FY '24 operating budget.

Small Business	Business Location	Amount Requested	Amount Recommend	Reason for Not Recommending Funding
1. Waynes World EFT	Lebanon, NH	\$ 12,000.00	\$ 12,000.00	
2. Miss MegaBug	Littleton, NH	\$ 3,200.00	\$ 3,200.00	
3. Fifi Paris Jewelry	Thornton, NH	\$ 2,500.00	\$ 2,500.00	
4. Mojo Music Studio	Easton, NH	\$ 20,000.00	\$ 17,125.00	
5. New Dimensions Personnel Services	Littleton, NH	\$ 20,000.00	\$ 17,125.00	
6. The Bridge Weekly	North Haverhill, NH	\$ 15,000.00	\$ 15,000.00	
7. Kink Pieces of a Dream	Attleboro, MA	\$ 7,000.00	\$ -	Not in Grafton County/Incomplete Application
8. Art to Go aka Kate Goldsborough Stylist	Littleton, NH	\$ 16,000.00	\$ 16,000.00	
9. Red Wagon Bakery	Canaan, NH	\$ 20,000.00	\$ 17,125.00	
10. Star Ship Temperance	Lebanon, NH	\$ 18,000.00	\$ 17,125.00	
11. Rosa Flamingos	Bethlehem, NH	\$ 20,000.00	\$ 17,125.00	
12. Bold Everything	No. Woodstock, NH *	\$ 12,000.00	\$ -	Did not fill out answers to questions on application/Incomplete
13. Mighty Yoga	Hanover, NH	\$ 20,000.00	\$ 17,125.00	
14. Nourish Proper Food	Dorchester, NH	\$ 20,000.00	\$ 17,125.00	
15. Warren/Wentworth Ambulance	Warren, NH	\$ 20,000.00	\$ -	Application Moved to Non Profit
16. Fired on the Mountain	Lincoln, NH	\$ 3,303.00	\$ 3,303.00	
17. Peppercorn Farm Market	Plymouth, NH	\$ 20,000.00	\$ 17,125.00	
18. Sheer Empowerment	Thornton, NH	\$ 10,000.00	\$ 10,000.00	
19. Basic Ingredients Bakery	Bristol, NH	\$ 10,000.00	\$ 10,000.00	
20. All Good Foods	Landaff, NH	\$ 20,000.00	\$ 17,125.00	
21. Free Public LLC	Lebanon, NH	\$ 19,133.00	\$ -	Tax Documents were received after follow up - Certificate of Good Standing shows business Administratively Dissolved - applicant is working w/SOS to resolve will take 4-6 weeks for resolution
22. Sullivan Creative	Bethlehem, NH	\$ 20,000.00	\$ 17,125.00	
23. Lynne Forsythe Designs	Littleton, NH	\$ 7,000.00	\$ 7,000.00	
24. Steerforth Press LLC	Lebanon, NH	\$ 20,000.00	\$ 17,125.00	
25. Women Inspiring Women	Bristol, NH	\$ 20,000.00	\$ 17,125.00	
26. SamosaMan Exotic Grill	Hanover, NH	\$ 20,000.00	\$ 17,125.00	
27. Roz's Step-on Guide Service	Thornton, NH	\$ 5,000.00	\$ 5,000.00	
28. Smokin Bear BBQ	Dorchester, NH	\$ 20,000.00	\$ 17,125.00	

Small Business	Business Location	Amount Requested	Amount Recommend	Reason for Not Recommending Funding
29. Self Reliance Hypnotherapy	Bridgewater, NH	\$ 20,000.00	\$ 17,125.00	
30. Fig Tree Gallery	Ashland, NH	\$ 5,000.00	\$ -	No Tax Return Received - No response from follow-up
31. Ohana, Baited Hook LLC	Lebanon, NH	\$ 20,000.00	\$ 17,125.00	
32. Sam Measley - Business Name Unknown	Sugar Hill, NH	\$ 15,000.00	\$ -	
33. McGinty's Auto Parts	Grafton, NH	\$ 20,000.00	\$ 17,125.00	Post COVID Business
34. Harman's Cheese & Country Store	Sugar Hill, NH	\$ 20,000.00	\$ 17,125.00	
35. The Ivy Edit	Hanover, NH	\$ 20,000.00	\$ 17,125.00	
36. Burgeon Outdoor	Lincoln, NH	\$ 15,000.00	\$ 15,000.00	
37. Bethlehem Village Store	Bethlehem, NH	\$ 20,000.00	\$ 17,125.00	
38. Gretchen Moulton LLC	North Haverhill, NH	\$ 20,000.00	\$ 17,125.00	
39. Blue Eyes Bewildered	Thornton, NH	\$ 7,100.00	\$ 7,100.00	
40. North Country Climbing Center	Lisbon, NH	\$ 20,000.00	\$ 17,125.00	
41. The Beal House	Littleton, NH	\$ 20,000.00	\$ 17,125.00	
42. North Country Bookkeeping	Sugar Hill, NH	\$ 3,800.00	\$ -	Post COVID Business
		\$ 646,036.00	\$ 499,978.00	

	Nonprofit		Amount Requested	Commissioner Recommendations
1	Warren Wentworth Ambulance Service	Warren/Wentworth	\$ 20,000.00	\$ 20,000.00
2	Monroe Bumper Humpers	Monroe	\$ 6,976.00	\$ 6,976.00
3	The Bridge Project	Lincoln/Woodstock	\$ 20,000.00	\$ 20,000.00
4	BPO of Elks #1831 Littleton	Littleton	\$ 20,000.00	\$ 20,000.00
5	The Colonial Theatre	Bethlehem	\$ 20,000.00	\$ 20,000.00
6	The Tapply-Thompson Community Center	Bristol	\$ 20,000.00	\$ 20,000.00
7	Plymouth Area Recovery Connection	Plymouth	\$ 20,000.00	\$ 20,000.00
8	CADY	Plymouth	\$ 20,000.00	\$ 20,000.00
9	Willing Workers Society	Glenciff	\$ 20,000.00	\$ 20,000.00
10	Friends of the Northern Rail Trail	Upper Valley Towns	\$ 3,084.00	\$ 3,084.00
11	Newfound Area Nursing Association	Bristol	\$ 20,000.00	\$ 20,000.00
12	North Haverhill Fair Association	Haverhill	\$ 15,000.00	\$ 15,000.00
13	Voices Against Violence	Plymouth	\$ 15,000.00	\$ 15,000.00
14	AVA Gallery and Art Center	Lebanon	\$ 20,000.00	\$ 20,000.00
15	Franconia Artwalk Association	Franconia	\$ 10,000.00	\$ 10,000.00
16	Franconia Children's Center	Franconia	\$ 20,000.00	\$ 20,000.00
17	Copper Cannon Camp	Franconia	\$ 20,000.00	\$ 20,000.00
18	GRCP	Bethlehem	\$ 20,000.00	\$ 20,000.00
19	Plymouth Area Community Closet	Plymouth	\$ 20,000.00	\$ 20,000.00
20	Lisbon Lions Club	Lisbon	\$ 4,758.00	\$ 4,758.00
21	The Loading Dock	Littleton	\$ 19,000.00	\$ 19,000.00
22	Linwood Ambulance Service	Lincoln/Woodstock	\$ 20,000.00	\$ 20,000.00
23	Transport Central	Plymouth	\$ 15,500.00	\$ 15,500.00
24	North Country Center for the Arts	Lincoln	\$ 20,000.00	\$ 20,000.00
25	Grafton County Senior Citizens Council	Lebanon	\$ 20,000.00	\$ 20,000.00
26	Mascoma Valley Preservation	Grafton	\$ 20,000.00	\$ 20,000.00
27	Adaptive Sports Partners	Franconia	\$ 20,000.00	\$ 20,000.00
28	Vet's Rest Stop	Woodstock/Lincoln	\$ 20,000.00	\$ 20,000.00

\$ 489,318.00 \$ 489,318.00

Municipality	Amount Requested	Recommended Funding	Difference v Request	Reason for Funding Decision
1. Town of Woodstock	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
2. Town of Waterville Valley	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
3. Town of Plymouth	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
4. Town of Rumney	\$ 11,373.49	\$ 2,000.00	\$ (9,373.49)	Budget
5. Town of Rumney	\$ 38,000.00	\$ 38,000.00	\$ -	
6. Town of Lincoln	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
7. Town of Bridgewater	\$ 35,850.00	\$ 35,850.00	\$ -	
8. Town of Enfield	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
9. Town of Thornton	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
10. Town of Orford	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
11. Town of Sugar Hill	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
12. Town of Groton	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
13. Town of Ashland	\$ 46,986.00	\$ 40,000.00	\$ (6,986.00)	Budget
14. Town of Littleton	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
15. Mountain Lakes District	\$ 149,365.00	\$ 40,000.00	\$ (109,365.00)	Budget
16. Town of Dorchester	\$ 41,000.00	\$ 40,000.00	\$ (1,000.00)	Budget
17. Town of Dorchester	\$ 18,000.00	\$ -	\$ (18,000.00)	Multiple Applications for Dorchester
18. Town of Dorchester	\$ 7,800.00	\$ -	\$ (7,800.00)	Multiple Applications for Dorchester
19. Town of Bristol	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
20. Town of Bethlehem	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
21. Town of Lyman	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
22. Town of Monroe	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
23. Bethlehem Village District	\$ 50,000.00	\$ -	\$ (50,000.00)	2nd Application Associated with Bethlehem
24. Town of Orange	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
25. Town of Lisbon	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
26. Town of Canaan	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
27. City of Lebanon	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
28. Town of Grafton (1)	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
29. Town of Grafton (2)	\$ 50,000.00	\$ -	\$ (50,000.00)	Multiple Applications for Grafton
30. Town of Grafton (3)	\$ 50,000.00	\$ -	\$ (50,000.00)	Multiple Applications for Grafton
31. Town of Grafton (4)	\$ 3,399.00	\$ -	\$ (3,399.00)	Multiple Applications for Grafton
32. Town of Grafton (5)	\$ 50,000.00	\$ -	\$ (50,000.00)	Multiple Applications for Grafton
33. Town of Grafton (6)	\$ 5,000.00	\$ -	\$ (5,000.00)	Multiple Applications for Grafton
34. Town of Warren	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
35. Town of Easton	\$ 48,000.00	\$ 40,000.00	\$ (8,000.00)	Budget
36. Town of Franconia	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
37. Town of Campton	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget
38. Woodsville Water & Light	\$ 50,000.00	\$ -	\$ (50,000.00)	2nd Application associated w/Haverhill and late
39. Town of Wentworth	\$ 50,000.00	\$ 40,000.00	\$ (10,000.00)	Budget

TOTALS: \$ 1,804,773.49 \$ 1,155,850.00 \$ (648,923.49)

#15 and #38 are both municipalities within the Town of Haverhill