

EXECUTIVE COMMITTEE BUDGET MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
June 5, 2017

PRESENT: Representatives, Sykes, Abel, Smith, Darrow, Binford, Maes, Schwaegler and Campion. Commissioners Lauer, Piper and Ahern. County Administrator Libby and Administrative Asst. Samantha Norcross.

OTHERS PRESENT: Supt. Elliott, HSA Bishop, Supt. Oakes, Roberta Bernier – GCSCC

EXCUSED: Rep. Erin Hennessey

9:00AM Rep. Sykes called the meeting to order

Department of Corrections – Superintendent Elliott

Revenue

Supt. Elliott stated that there is a \$14,600 increase in revenue projections for FY18.

Rep. Abel asked how often they increase the charges for Coos County females. Supt. Elliott stated that \$50 a day is fair and good to keep that number competitive with other counties who are trying to get that revenue as well. He noted that all medical costs for the Coos County females are covered in full by Coos County.

Expense

Supt. Elliott discussed various statistics from the Department of Corrections with the Committee. The Committee asked if they could have those statistics and Supt. Elliott stated that he will email them to the Committee.

Department of Corrections

He stated that there is a \$175,698 or 3.51% increase to this budget and it is mainly to the retirement increasing as well as the 2% COLA and merit increases.

Community Corrections

Supt. Elliott explained the new FIRRM Program that they have been working to implement. He stated that it is a 240 Day Reentry Program. He handed out a packet to the Committee members with all of the information regarding that program and answered various questions.

Supt. Elliott stated that there is a \$22k increase in the Community Corrections budget. \$15,000 of that is due to a new Sergeant coming on and taking a family health insurance plan where the previous Sergeant did not have a family plan.

Rep. Binford asked if Supt. Elliott has a plan to track the success of the FIRRM program as far as the budget goes. Supt. Elliott stated that they have only increased urine testing and budgeted for books for this first year of the program. He stated that they have not requested extra vehicles or staff for this program not knowing how it will go and will visit those statistics after the first year is completed.

Nightwatchmen - Supt. Elliott stated that this budget is made up of part time employees who work 7pm – 3am to patrol the barns and vehicles throughout the night.

Supt. Elliott noted that he did not request anything in his capital outlay or new personnel.

Rep. Darrow asked about bringing in inmates from other counties to bring in revenue. Supt. Elliott stated that down the line he can look at additional revenue sources but he does not see the DoC as a revenue source being such a small facility and the location that it is in. He stated that what they do bring in for revenue is an added bonus.

Rep. Smith stated that she does not see overtime listed. Supt. Elliott stated that the overtime is included in the salary lines.

Rep. Champion asked what the cost per inmate per day is. He stated that last year they ran about \$135 a day and he will have that number for this fiscal year once the year has ended.

Rep. Maes stated that it has been the trend as of late for people to say they want to reduce a budget by 5% or 10%. He stated that he does not need an answer right now but asked Supt. Elliott if he had a plan if that question were to come to him.

Commissioners' Office/Misc. – County Administrator Libby

Revenue

State/Federal Funds – CA Libby stated that she increased this line \$10,000.

Interest – This line item is the interest that earned on all investments.

Courthouse Rent – CA Libby stated that the county receives rent from three (3) sources in the courthouse; Probation and Parole, Superior/Circuit Court and Dept. Of Safety for the DMV Office.

Surplus - CA Libby stated that they have maintained the \$1,030,000 to reduce taxes this year.

Expense

Commissioners' Office - CA Libby stated that almost all increases in this budget are salary and benefit related.

Audit Services – CA Libby explained that every other year the county has to have an Actuarial Attestation for their Other Post-Employment Benefits and they are due to have one this year which is the reason for the increase in that line item.

Rep. Abel asked that in an effort to reduce property taxes if they could take a closer look at their revenue projections and make increases where it has been noted that they will more than likely be receiving more than what has been budgeted. CA Libby stated that she will certainly take a look at the projections and make some adjustments but noted that those adjustments will be small.

Conservation District

CA Libby stated that the county pays for the Conservation District's Administrative Assistant position and this budget is salary and benefits for that position.

Wage and Benefit

Health Reimbursement Account – CA Libby stated that this line is increased due to the LP plan offered to employees having a higher deductible. She did reduce the original projection by \$15,000 due to the employee deductible reimbursement being lowered from 75% to 50%.

Tan Anticipation – CA Libby stated that she increased based on this year's numbers and not knowing what the interest rate will be.

Contingency

County Government Promo – CA Libby stated that they will be hosting an Open Barn Day in 2018 and have budgeted for that. The last Open Barn Day was held in 2014. She also noted that last year they started a new tradition for presenting years of service pins to employees. She stated that the Commissioners hosted a dinner off campus for the employees. It was very well received and good for employee morale.

Maintenance – Superintendent Jim Oakes

Supt. Oakes stated that he has a 1.3% overall increase

Supt. Oakes listed the following rate increases for FY18:

Water – 10% increase

Propane Rates – 5% increase

Off Road Diesel – 9.5% increase

Admin Building – Supt. Oakes stated that there is an increase of \$3,838 and the largest portion of that increase is to replace 115 sprinkler heads that are fifty (50) years old in the attic per National Fire Protection Agency 25.

Contracted Services – DoC Facility – Supt. Oakes stated that a Generator Load Banking and Fuel Analysis per NFPA 110 need to be performed on the generator at the Department of Corrections oversized generator. He explained that they are required to run the generators monthly underload for roughly an hour. He stated that this generator is so oversized that even though the entire DoC is on that generator it only puts about 16% load of what it is capable of doing and you need to have at least 30% load in order to have any affect. The NFPA states that if you cannot reach that 30% you need to load bank annually. Rep. Sykes asked why we have such an oversized generator. Supt. Oakes stated it goes back to the contractors and architect and is not sure why they put such a large generator in that facility. Supt. Oakes went on to further discuss the issue and answered various questions from the Committee.

Commissioner Ahern noted that we do not have the opportunity to shop for electric rates as we are statutorily obligated to use Woodsville Water and Light. It was noted that there was legislation in years past by Rep. Ladd that would have done away with that obligation and allow the county to shop for its electric rates but the legislation did not pass.

Capital Outlay

Replacing Forced Sewage Main – Supt. Oakes explained that the main sewage line is rotting from the outside in. He has talked to engineers and they are thinking that there is corrosive soil that is causing this issue. He explained that he has split the cost in to two years at \$105,000 each year.

Paving – Supt. Oakes stated that his department has done everything they can over the years to mitigate water under the pavement with crack sealing. He explained that they switched from using sand to using rock salt roughly eight (8) years ago to lower the slips and falls in the parking lots during the winter but that salt has ruined the parking lots. They are at a point where something needs to be done with the Courthouse parking lot. Supt. Oakes noted that he had Blacktop Paving come out to take a look at the parking lots and give him an idea of what areas need what for repairs.

Sprinkler Modification – Supt. Oakes stated that he is looking to eliminate twenty nine (29) dry pendant heads and replace them with an exposed system with standard response heads in the amount of \$7,700 in the maintenance/farm building. He explained that the dry pendant heads require batch testing or replacement every ten (10) years per NFPA 25. Batch testing of four (4) heads cost \$2,500 and often results in a high failure rate. One (1) failure requires all to be replaced at a cost of \$6,525. Standard Response heads replace a ten (10) year inspection requirement with a fifty (50) year one.

Circuit Court Office Ceiling Replacement – Supt. Oakes stated that they will abate the asbestos ceiling and install suspended ceiling which includes new light fixtures and HVAC vents. He

explained that they currently cannot access failed mechanical equipment above the ceiling. The cost for this will be \$27,400.00.

Human Services – Administrator Nancy Bishop

Expense

HSA Bishop stated that the current cap is \$115,268,000. She has been told that the cap may increase 2% which would be an additional \$137,044 increase to her budget.

Social Services – HSA Bishop & Commissioners

HSA Bishop explained that historically social service funding has been done to provide assistance to agencies that will help reduce county costs either by keeping elderly in their homes longer or by keeping people out of jail. Rep. Binford asked that if the social service agencies are supposed to offset costs to the county is there any way to track that? HSA Bishop stated that she doesn't have a set way to answer that question but if they didn't have these services she believes you would see increases throughout the budgets.

The Commissioners spoke to a few of their agencies and explained why they have requested funding and answered questions from the Committee.

Rep. Sykes stated that he will be requesting that \$5,000 be added to the budget for Twin Pines Housing trust to help with the homeless population. He stated that there is already funding for homeless programs in Plymouth and in the northern part of the County but nothing for Lebanon.

Commissioner Lauer noted that in FY12 the Social Services budget was at \$523,000 so they have not reached FY12 funding levels.

11:17AM with no further business the meeting adjourned.

Sincerely,

Suzanne Smith, Clerk