

EXECUTIVE COMMITTEE BUDGET MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
June 15th 2015

PRESENT: Representatives Sykes, Smith, Darrow, Townsend, Abel and Gionet. Commissioners Cryans, Richards and Lauer, ED Libby and Administrative Asst. Samantha Norcross.

OTHERS PRESENT: FM Kimball, HSA Bishop, Cindy Swart, COA Falkenham.

EXCUSED: Reps. Chris Brown, Rebecca Brown, Erin Hennessey

9:01AM Rep. Sykes called the meeting to order and began with the Pledge of Allegiance led by Rep. Townsend.

Rep. Townsend moved to accept the minutes from the June 8th Executive Committee Meeting. Rep. Darrow seconded the motion and all were in favor.

Farm – Manager Donnie Kimball

Revenue

FM Kimball stated that he has budgeted 2.2 million pounds of milk at \$18.00 per hundredweight. He stated he maxed out in FY15 at \$27.00 per hundredweight and had a low of \$16.51.

FM Kimball was asked various questions regarding milk production and prices from the committee.

Sale of Wood – Forester Falkenham stated that their upcoming timber sale was sent out to bid and they have a successful contractor lined up. They have estimated the value by the bid and his volume estimate of a little over \$30,000 will go to the farm revenue budget.

Rep. Townsend asked if the county pays a timber tax on the wood that is cut. Forester Falkenham stated that by state statute the logger pays the timber tax on all public sales in the state.

Services to Nursing home – FM Kimball stated that they pick up food waste and garbage from the Nursing Home.

Expenses

New Equipment – FM Kimball explained that he had requested \$31,000 for a new baler out of his capital outlay. He had told the Commissioners that for roughly \$4,000 he can fix his current

baler. The Commissioners agreed to put \$5,000 in the Farm budget towards repairs on the old one and took the purchase of the new one out of the capital outlay.

Rep. Townsend asked about custom cropping. FM Kimball explained that he has Hatchland Farm plant and cut their cow corn because he cannot justify purchasing a corn planter for roughly \$30,000 to use two (2) days out of the year.

Rep. Abel stated that it appears that the expenses are beyond the revenues, however he realizes the Nursing Home is getting free produce. He stated that it makes it look like the farm is costing more than what it really does and asked if the donations show up anywhere else. Commissioner Lauer stated that from an accounting standpoint it is a wash because what would be revenue on the farm stand side is an expense on the nursing home side. They account for the value of what is donated but on paper you will not see it in the budget.

Capital

Cow Mats – FM Kimball stated that the mats they are using are getting ripped and have been in the barn for twenty (20) plus years.

FM Kimball explained that he would also like to black top around the dry cow barn & fix feed floor area. On the feed floor they have a white plastic coating that is breaking and he would like to tar over it to get a smooth surface.

Hay Wagon – He stated that this item was cut from last year's budget so he is requesting it again for this year.

FM Kimball stated that he would like to purchase a plate cooler for the milk room. He explained that the water plate cooler would come off of the dumping station and would cool the milk down from 82 degrees to 50 degrees. This would save on the time it takes to cool the milk and electricity.

Human Services – Nancy Bishop

HSA Bishop stated that her budget is directly affected by what happens with the state budget. Any changes that are made to RSA 167:18-a will affect her budget. Her figures are based on the NH House budget figures that were presented two (2) months ago. She explained that if there is an increase in the state budget for the cap, her budget as proposed will not cover it and she will have to add roughly \$186,000.

Rep. Smith stated that the Committee of Conference is supposed to finalize their recommendations this Thursday and the full house will vote on the state budget next Wednesday or Thursday. This will give them more information as to what they will have to add to the Human Services budget.

Commissioner Cryans asked HSA Bishop to explain what her budget and department entails to the new committee members.

HSA Bishop explained that the cap affects long term care supports and services for adults and elderly. There are two (2) charges that they receive on a monthly basis from Health and Human Services. One (1) payment is for nursing home clients and the other is for choices for independence (CFI) clients. On a monthly basis the county is billed 240 nursing home clients and 175 choices for independence clients. Medicaid for this population is a shared cost between the federal government, the counties and a small portion by the state. The feds pay 50% of whatever the rate is that has been set by HHS for nursing homes or for choices for independence services. The counties pay 50% of that balance up to their cap and what is left after all the counties meet their cap the state is responsible for.

Revenue

Recoveries – HSA Bishop stated that these come from estate sales. When an elderly person goes into a nursing home and they still own a house, that house may have a lien from Health and Human Services. They get a certain amount of money from the state and in turn the county receives a portion of that tax. She stated that she recommends lowering the amount \$10,000 down to \$100,000 due to possibly not reaching this year's revenue goals.

Social Services – Cindy Swart & Nancy Bishop

C. Swart stated there are no big changes in this year's requests. She stated that the bulk of the county allocations to nonprofits go to agencies that provide long term care services to the elderly and disabled. She stated that she would be willing to discuss any agency with the committee.

Rep. Gionet stated that he questions why certain programs get county funding.

Rep. Sykes stated that we continue to support to the level we have in the past with maybe a slight increase but does not see that these numbers are keeping up with inflation. He asked if they are mindful of that during the recommendation process. C. Swart explained that when she considers making an increased recommendation she primarily thinks of those programs that fall under the fiscal umbrella of the county, the long term care and ones that prevent incarceration. She stated that the more money the county spends on those programs the less they have to spend somewhere else.

Rep. Smith stated that some of these children's programs provide support for children who have nowhere to go after school and can help prevent more expense down the road—for example, substance abuse and incarceration.

Rep. Abel asked if the county has a statement of how these numbers are determined. He stated that he is not sure how the amounts to be funded are determined. Rep. Smith stated that in the back of the budget book it breaks down the requests from each agency and how the money is being used.

Commissioner Richards asked if C. Swart and HSA Bishop could explain the application process for social service funding. HSA Bishop stated that the county has an application that they request agencies to complete. The application goes out to each of the current year's supported agencies and an ad is run in the newspapers in each of the Commissioner districts explaining exactly what they are looking for in agencies. Those applications go out in November and are due roughly four (4) weeks later. HSA Bishop stated that C. Swart receives a copy and herself as well. C. Swart then takes a few months to review the applications and visit with the agencies. Once she comes up with recommendations she meets with the Commissioners to review them.

Rep. Smith stated that the house budget decreased funding for home meal delivery and congregate meals. She asked if that was considered in this budget. C. Swart stated that she did not know what was going to happen when she made this report but stated that it is big a problem. She stated that there is a representative here from the GCSCC.

Roberta Bernier introduced herself to the committee and discussed the Meals on Wheels funding. She stated that their agency is about \$3.5 million dollar operation and they would lose about \$1.4 million in State and Federal funding. Servicelink would be eliminated; the rest of the funding would be cut in half.

Rep. Gionet stated that he has always supported Meals on Wheels and similar programs because they reach the whole county but doesn't feel that the county should support specific towns' problems.

Commissioner Lauer thanked Cindy Swart for all her work over the years as this is her last year working with the social service agencies. HSA Bishop will be taking over the programs next fall.

UNH Cooperative Extension – Dave Falkenham

Revenue

COA Falkenham stated that they receive a \$5,000 reimbursement for Michal Lunak.

He stated that they will have \$30,000 in revenue from the timber sale that is a line item in the Farm budget. He explained that 32% of revenue from timber sale is pulp firewood and the other 68% is sawmill wood.

Expense

Salary – Support Staff – COA Falkenham stated that this is the salary line for the two (2) administration staff members who are county employees.

Telephone – He stated that he has lowered this line by \$1,000 due to estimating too high last year.

Extension Operation – This is the travel expense and all supplies needed to run the office COA Falkenham stated that they have a Capital Reserve budget of \$4,500 for computer software in case anything was to break or fail throughout the year.

Rep. Townsend asked if purchasing a vehicle has ever been considered to reduce the travel cost. D. Falkenham stated that he has never heard talk of a car being purchased. He explained the pros and cons to using your own vehicle but stated that he does not think purchasing a vehicle has ever been considered.

COA Falkenham discussed his resignation with the Committee. He stated that he has accepted a position with Paul Smith's College in the Northern Adirondacks and his last day will be July 17th. He further discussed his resignation with the committee and they all wished him the best of luck.

State/Federal Funds Revenue

Abandoned Property – ED Libby stated that Abandoned Properties are monies received from the State of New Hampshire each year at the end of June. This year's has not been received yet and it varies each year. The \$20,000 is the average amount they have received over the last few years.

Federal PILT – ED Libby stated that this also comes in June and has not been received yet. She stated that she anticipates receiving it this week and that she takes average of the last three (3) years' payments.

Interest – ED Libby stated that she has put in the same amount

Dividends/Misc.

HealthTrust Return of Surplus – ED Libby stated that this is a new line item. This will be the third return of surplus and the first that she has been given notice nine (9) months in advance of the amount they will be getting. She explained that when they have received the surplus previously they have credited it back against the health insurance expense line items.

Surplus to Reduce taxes – ED Libby stated that they have a general fund balance at the end of the fiscal year and they determine how much money they have that can be put into reducing taxes. Some of the surplus also goes to an unassigned fund balance as a contingency.

Commissioners Office – Julie Libby

Expense

ED Libby stated that there is a 1.34% overall increase in this year's budget.

Consultant line – She explained that the Commissioners decided to have HSA Bishop take over the Social Services after C. Swart is done. They reduced this line to \$2,500 but left some in there in case something were to come up and they needed to hire a consultant.

Travel & Expense – ED Libby explained that the Commissioners have decided that they will be participating in the Social Service process more by visiting agencies outside their districts to become more familiar.

Treasurer

ED Libby stated that it is the same as last year. The budget is the Treasurers salary, benefits, education money and travel.

GCEDC

ED Libby stated that they had requested \$75,000 but Commissioners felt level funding from last year will be appropriate

Conservation District

ED Libby stated that the budget is salary and benefits for the Administrative Assistant position.

Regional Planning Commission

ED Libby stated that they pay dues to NCC and Upper Valley RPC each year and this is the line item that it comes out of.

She stated that the county has given North Country RC & D \$350.00 for many years but last year it shows a zero balance because the request for the funds was never submitted. ED Libby stated that she has received the request this year so it is back in the budget.

Wage & Benefit

ED Libby stated that the county reimburses 75% of health insurance deductible.

Employee Benefit Pay Out – ED Libby stated that employees receive accrued earned time and a portion of extended sick leave once they resign or retire. This line item is where that comes out of.

Tax Anticipation Interest

ED Libby explained that they borrow money in the fall when they run out of operating cash and pay it back once the money from taxes comes in.

Bonded Debt

ED Libby stated that they have four (4) bonds. They cover 25% of nursing home bond, while the other 75% is under the Nursing Home budget, water tank, and the two (2) jail bonds.

Contingency

ED Libby stated that they budget money for outside counsel and legal fees for any issues they might have. Commissioner's contingency is for any unanticipated events.

Unallocated Insurance

ED Libby explained that the county was self-insured for many years but two (2) years ago they began using Primex. That didn't bring as much savings as was hoped for so they went back to self-insured January of 2015.

Delegation Expenses

ED Libby stated that she left this line at \$10,000.

ED Libby stated that with the budget as is, the amount to be raised by taxes is 3.47%.

The Committee stated that they will meet on Friday, June 19, for budget deliberations.

Rep. Sykes stated that in the Alternative Sentencing department there was a lot of moving around staff and adding new. He asked if everything is figured out in that department. Commissioner Cryans explained that they had a visit from CADY and it was stated that they did not feel that they could run the program out of Plymouth with the \$40,000 that has been allocated and that they needed \$40,000 more. Commissioner Cryans explained that he had told them that they would work on finding \$10,000 - \$15,000 but CADY had to find the rest. Their proposal was to have ASD Amero take over the Plymouth program as well as the Littleton program and the Commissioners didn't feel it was right to put that work load on ASD Amero. Rep. Sykes asked if the Commissioners felt strongly that the Littleton program will move forward without any problems. Commissioner Cryans stated that he does not know if he can say that but will say that a greater effort will be made in the Littleton program to make it succeed but taking on Plymouth as well will not work right now. Rep. Sykes stated he wants us to continue to support juvenile diversion in Plymouth. Commissioner Cryans stated that before Friday's meeting he will contact Deb Naro and see where they are at with finding funding.

The committee requested a list of the tax impact to the towns from ED Libby.

Rep. Abel stated that this budget process has been very informative for his first time and thanked ED Libby, the Commissioners and the Executive Committee.

11:39 with no further business the meeting adjourned.

Sincerely,

Suzanne Smith, Clerk