

EXECUTIVE COMMITTEE MEETING

Administration Building  
3855 Dartmouth College Highway  
North Haverhill, NH  
Monday June 17, 2013

PRESENT: Representatives White, Ladd, Aguiar, Lauer, Sykes, Smith, Mulholland and Gionet, Commissioners Cryans and Richards, Treasurer Bonnie Parker, Director Clough and Admin Assistant Samantha Tempelmeyer.

EXCUSED: Representative Jeff Shackett and Commissioner Ray Burton.

OTHERS PRESENT: Deb Naro, CADY and Deb Maes, UNH Cooperative Extension.

Rep. White called the Meeting to order at 9:05 and began with the Pledge of Allegiance.

Rep. Gionet moved to approve the April 22, 2013 minutes, Rep. Aguiar seconded the motion and all were in favor.

Rep. Ladd moved to approve the minutes of June 3, 2013 as amended, Rep. Aguiar seconded the motion and all were in favor.

Rep. Lauer moved to approve the minutes of June 7, 2013, seconded by Rep. Gionet and all were in favor.

Rep. Ladd moved to approve the minutes of June 10, 2013, Rep. Sykes seconded the motion and all were in favor.

Treasurer Parker presented the following report to the Committee:

- Our Dispatch Capital Reserve funds matured at Meredith Savings Bank in Meredith on May 20. The rate they offered to renew the CD was only .25% but after my negotiation with other banks, Meredith agreed to renew at a better rate of .35% which had been offered by competing banks.
  - Our Current General Fund balance at Woodsville Guaranty Savings is: \$2,202,453.53.
  - Our \$3,000,000.00 (invested at .35%) General Fund Investment account CD matures June 20 at Mascoma Savings Bank and will be closed out on that date and deposited into our General Fund account at Woodsville Savings for needed cash flow in our general account.
  - Our Unemployment Reserve CD at Northway Savings Bank in Plymouth is valued at \$29,707.76 and matures June 22<sup>nd</sup>. The funds will be collected on June 24th and deposited in our account at Woodsville Guaranty.
  - Combined Accumulated interest in the current fiscal year (July 01, 2012 – June 30, 2013) is \$26,221.33.
- All funds are invested

- \$3,000,000 – Mascoma Savings Bank – 6 Mo. CDARS at .35% maturing on 6/20
  - Funds in tiered level of interest at Woodsville Guaranty Savings Bank secured with a letter of credit from the Federal Reserve Bank of Boston.
  - As long as account balance does not drop below 1 million, funds earn .30%. The tiered interest takes affect after the balance in the account falls below \$1M.
  - Our Nursing Home Capital Reserve CD invested at Ledyard National Bank on Jan 18 at .55% is valued at \$67,964.74 as of June 14<sup>th</sup>.
- We will be asking for Delegation authorization at our Delegation Mtg on June 24 to borrow funds up to \$5 million for TAN (Tax Anticipation Note) needed in September.
  - Town of Hanover will now be paying their property tax bill by EFT.

**Investment rates are historically low.**

Rep. Mulholland moved to approve the Treasures Report, seconded by Rep. Lauer and all were in favor.

Commissioner Cryans presented the Commissioners Report to the Committee:

Commissioner Cryans stated that Commissioner Burton will not be attending the meeting due to prior commitments.

Commissioner Cryans stated that the County has hired Donna Cramer as the new HR Director and she will start on July 8<sup>th</sup>.

Commissioner Cryans discussed the Biomass Ribbon Cutting Ceremony.

Commissioner Cryans presented the Appropriation Transfer Request for the Farm. Rep. White asked for Commissioner Cryans to explain the decision to retain the number of cattle.

Commissioner Cryans stated that there was a point in which FM Kimball's staff wasn't able to keep up with the herd due to the loss of two (2) employees. He stated they hired two (2) new people and are now able to increase the size the herd again.

Rep. White asked what happens if the request is not approved. Director Clough stated that she had never been in the position where the committee hasn't approved the transfer. She stated she would have to do some research.

Rep. Ladd asked where the funds would be pulled from in order to cover the request. Director Clough stated she will not know until the fiscal year is over where she will be able to pull funds from.

Representative White stated that the Committee would take this up later under New Business.

Commissioner Cryans stated that in previous minutes a motion was made asking Atty. Saffo to conduct an investigation into the use of bond funds. He asked if anyone received an update from

Atty. Saffo. Rep. White stated that there has been no formal decision made and that she is doing research. Representative White stated that this opinion that Attorney Saffo is going to give them is intended to help guide the way we do things in the future and that it is not the intent of the Committee to undo anything that the Commissioners have done.

Rep. Ladd stated that they are seeking an advisory opinion. He stated that they are waiting for the attorney to give them an opinion to help guide them going forward.

Rep. Aguiar asked Director Clough if she could tell them a little about the new HR Director Donna Cramer. Director Clough stated that Donna has been in the HR profession for 22 years; she currently works for Mid-State Health as the HR Director in Brunswick, ME. She stated that she is originally from Fairlee, VT and is looking to come back home to be closer to her family. Director Clough stated that she is very well qualified and that she is very enthusiastic about being offered the position. Director Clough stated that she will be a great addition to the staff.

Rep Gionet moved to approve the Commissioners Report, Rep Lauer seconded the motion and all were in favor.

Executive Director Clough presented her Report:

Nursing Home Census as of June 17 2013: 133

Department of Corrections Census as of June 17 2013: 112 Inmates in house, eight (8) on electronic monitor and twenty (20) participants in the Drug Court Program.

Director Clough reviewed the May Department Variance Report with Committee.

Rep. Ladd asked out of the 112 inmates in house how many are female verse male. Director Clough stated that she does not have the exact break down but it has been running in the high twenties for females.

Director Clough discussed the Prorated report with Committee

Director Clough discussed the Over Expenditure Report at the end of the month of May with the Committee. She stated that there were many departments that were over expended by a small amount which is not uncommon at the end of the fiscal year.

Director Clough discussed the listing of appropriation transfers that have been completed in FY13.

Rep. Ladd moved to approve the Executive Directors Report, Rep. Mulholland seconded the motion and all were in favor.

Rep. Smith moved to approve the transfer of up to \$90,000 into the Farm budget for FY13, Rep. Aguiar seconded the motion.

Rep. Smith stated that it is frustrating looking over the years, the farm budget being over expended because of items they have no control over. She stated that they need to look into shrinking the herd if and when the price of milk lowers again.

Rep. Gionet stated that it is an abuse of public trust. He stated that the budget has so much wiggle room that the Commissioners and Department Heads can spend money on whatever they want without conforming to an approved line item.

Rep. Ladd stated that the process in which we have to look at is that we are over expending line items then asking for money to transfer to cover the line item. He stated he feels that when we're looking at transferring more than \$5,000, that should be brought to the Delegation.

Rep. White asked if there is an alternate position, other than the notice, for us to exercise the oversight. Commissioner Cryans stated that it's always been difficult; the farm is the most fluid of any department. The farm is a small component of the County but the County is subject to the rising and falling of milk prices.

Rep. White asked if there has there ever been any talk of eliminating the dairy component. Commissioner Cryans stated that they have never talked about eliminating the whole herd. The Board of Commissioners has always supported the farm. He stated that he doesn't know how we would collectively handle eliminating the dairy component of the farm.

Rep. Sykes stated that he supports the transfer. He stated that he doesn't think having the discussion about the farm is appropriate right now; we should make the transfer and discuss the running of the farm at another time.

With the vote being five (5) being in favor (Aguiar, Smith, Lauer, Mulholland, Sykes) and three (3) opposed (White, Ladd and Gionet), the motion carries.

The next Executive Committee meeting will be September 23, 2013 at 9:00 AM.

Representative White adjourned the Executive Committee meeting.

Respectfully Submitted,

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Rep. Jim Aguiar, Clerk