

Special Meeting of the
Hillsborough County Board of Commissioners
February 16, 2010
Bouchard Building, Goffstown, NH
Minutes of the Public and Non-Public Session
(Not Official Until Approved by the Board and signed by the Clerk.)

Present: Comm. Pappas, Comm. C. Holden, Comm. M. Clemons, R. Walsh, C. Beaulac, P. Boardman, V. Chandler, B. Moorehead, J. O'Mara, E. Robinson, M. Rusch, and L. Stonner.

1. Call to Order

Comm. Pappas called the meeting to order at 2:05 p.m.

2. Budget Discussion

Commissioner Pappas noted that the purpose of today's meeting is to address budget parameters and guidelines.

Mr. Wenger provided the Board with handouts relative to budget planning for FY 2011. A discussion was held relative to parameters and guidelines that the Board will provide for the budget instruction manual. Mr. Wenger suggested that consideration be given to setting the salary sheets to reflect positions and salaries as of a given date and to deal with changes by submitting motions as the budget process evolves; this will make the process much more efficient for the Department Heads, who support this action. The Board agreed with Mr. Wenger's recommendations.

The Board discussed meeting with the Executive Committee early in the budget process; the goal is to define common goals and ideas that will be mutually supported. This will allow both groups to hear the same message, review what changes may be necessary and gain a clearer understanding of the expectations of both groups. A date of March 5th was suggested for this meeting by the delegation coordinator. Commissioners Pappas and Clemons can attend. Commissioner Holden will be out of town that morning due to a prior commitment.

Mr. Wenger suggested that direction from the Board be specific enough so that the different departments utilize the same approach in preparing their budget, but still not be so specific that it constricts creative thinking. The Board agreed upon the following dates and meetings:

February 24	Finalize budget parameters
March 17	Joint meeting with Department Heads (8:30 a.m.)
March 25	Salary Sheets due
March 26	Meet with Executive Committee
March 30	Department itemized budgets due
April 7	First meeting with Departments (after BOC Meeting)
April 8	Second meeting with Departments (9:00 to 2:00)
April 13	Third meeting with Departments (9:00 to 2:00)
April 14	Fourth meeting with Departments (9:00 to 2:00)
April 20	Emergency Meeting, if necessary
April 21	Wrap up budget (after BOC Meeting)
April 26	Public Hearing (5:00 p.m.)
May 7	Delivery of Budget

The Board discussed the need for better clarification relative to the \$1 positions as well as the message it will send. Mr. Wenger noted that during last year's process, there appeared to be inequities; the approach to capital improvements was an example of how Departments approached the Commissioner's instructions and their long-term needs and capital requirements differently. He stressed the importance of planning out at least five years and asked the Board if it wished to include a request for a five year Capital Improvement Program. After a discussion relative to this year's requirements, Mr. Wenger agreed to provide more information at the next meeting.

There was discussion relative to using \$1 positions to hold a position for an employee that is going to be on an extended leave as a result of military service. He further noted that he believes that there is a way this can be addressed by identifying the position as a "place-holder" position. Following discussion; there was consensus that there is a need to have the money to fill that position while not losing the employee that was in that position; he noted that perhaps the position could be identified as a temporary military leave position.

Comm. Clemons observed that in municipalities, some residents are given a tax break in certain situations, such as if they were about to lose their home or have been deployed. He offered that while County services must be maintained, perhaps this is a service that the County could provide; however he is not sure this can be done legally because the tax rate is set and the municipalities collect the taxes. Mr. Wenger suggested that he does not see how, under the present statutory scheme, the County can address individuals; he explained that there is no County "tax rate," there is simply the amount of money to be raised by taxes, which is distributed to the various Towns for collection based on a formula. Comm. Holden noted that perhaps more information could be found on the NACo website.

3. Other Business

Mr. Wenger informed the Board that this year's health insurance guaranteed not-to-exceed rate for the County's program at this stage is 12.12%; he noted that this is an average; he added that there have been a couple of bad months of experience. Mr. Wenger reported that after attending meetings with Mr. Lunsford, HR Director Virginia Chandler and Commissioner Holden and reviewing available options, there is no option currently available for the County to get a better rate. Mr. Wenger recommended that the County continue its coverage with Primex³ Health for the coming year; he further recommended continuing ExTRA program, noting that this will result in a 1% premium reduction. He noted that there are two required programs for the coming year; in the fall of 2010, there will be a Nutrition program, and in the spring, there will be a Fit for Life weight management program. Mr. Wenger explained that there will continue to be a "30-day out" option. He asked for the Board's approval of Primex³ Health Insurance Program for the coming year and adoption of the resolution.

Motion: To adopt the Health Program Resolution, and to authorize the Chair to execute the Primex Health agreement for 2010 to 2011, and the 1% ExTRA Discount Program. By Comm. Clemons, second by Comm. Holden.

There was discussion relative to the motion, and the Board agreed to let the motion stand as is.

Motion carried.

Mr. Wenger observed that the Board may wish to review the prescription benefit for the non-affiliated employees. He noted that while the majority of the County's unions have moved to a \$20-30-50 program; the Board had not included that for the non-affiliated last year; deferring its decision to this year. He added that going from a \$0-20-30 to \$0-30-50 represents an approximate savings of 4%.

Motion: To implement the \$20-30-50 benefit for this year, noting that with renewal of the Primex³ contract, the generic co-pay will be \$0 for the next plan year. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Mr. Wenger presented a request that the County complete an Estoppel Certificate with respect to its lease agreement at 30 Temple Street in Nashua. He noted that it is a certificate indicating that the County is a tenant, that the County is up to date on all payments, that the County is not in default, and that the landlord is not in default. He noted that this is required by the lease; he has reviewed the certificate and can attest that all the terms are correct and consistent with the status of the County's lease. He requested that the Board authorize the Chair or himself to execute the Estoppel Certificate for Indian Head Equity Partners, LLC consistent with the lease at 30 Temple Street.

Motion: To authorize the execution of the Estoppel Certificate, as stated by Mr. Wenger. By Comm. Clemons, second by Comm. Holden. Motion carried.

Mr. Wenger informed the Board that the dedication for the Goffstown District Court is schedule for 10:00 a.m. on March 17th; there was a request to notify the Court if the Board wished to be involved in any way, whether it is to speak or provide food. He noted that the Governor, Senators, and Court officials are all invited.

Mr. Wenger expressed his appreciation for the Board's understanding of his situation when he was stranded in Washington, DC during the recent snow event.

4. Adjourn

Motion: To adjourn the meeting. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

The meeting adjourned at 2:55 p.m.

Signed 3/10/2010

Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

Date