

Budget Meeting of the
Hillsborough County Board of Commissioners
April 9, 2014

Bouchard Building, Goffstown, NH
Minutes of the Public Session

(Not Official until Approved by the Board and signed by the Clerk.)

Present: Comm. Pappas, Comm. Holden, Comm. Ziehm, P. LaFrance, Rep. Spratt, C. Kirby, K. Rickrode, M. Rioux, C. Roach, E. Robinson, G. Wenger, M. Castonguay, and L. Stonner

Also Present: Mr. Hardy, Mr. Parker, Mr. McSweeney from the Hillsborough County Conservation District, and M. Brady, B. Holton and Mrs. Miller who represented the St. Joseph's Community Services' Meals on Wheels program.

Opening

The meeting reconvened at 9:04 a.m.

Motion: To reconvene the meeting. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

The Board reviewed the County Convention budget. Attorney Kirby noted that Court Filing Fees have increased. Rep. Spratt explained that there is a 1.84% increase in Salary related lines. Rep. Spratt and Attorney Kirby excused themselves and left the meeting.

Discussion ensued relative to any increases in the Salaries & Wages lines. Mr. Wenger informed the Board that there will be an increase of 1% related to continuing contracts with County Attorney's Teamster group, the Chemical Worker's group at the Nursing Home and the AFSCME group at the Department of Corrections; additionally there is the gap for any performance-based increase that employees received last year, which would have been paid on a partial year because they would go into effect on the anniversary date.

Mr. Wenger reviewed the CIS budget. He added a concern related to when Departments have made purchases that were not handled through the CIS Department, adding that those products were not compatible with the County's network and required a great deal of CIS staff time to resolve the issues.

Discussion ensued relative to making certain that all computer and technology purchases go through the CIS Department. One consideration was to require that all technology purchases be approved by the Board.

Mr. Wenger stressed that the CIS Department is stretched very thin, adding that if the Department were to lose one person, it would create a very difficult situation for the County. He added that the County is more and more dependent on technology and the demand for technology support continues to grow. Mr. Wenger reviewed the remainder of the CIS budget and outlined the proposed upgrades in software and hardware.

Ms. Robinson addressed the Human Services Interim Nursing Care line, which is the funding for the County Cap. She noted that the State has refused to provide the MMIS information that is necessary to determine the actual billing, so it is difficult to project this line. Following discussion, a motion was presented; the related reduction removes the increase passed down from the State.

Motion: To reduce the Human Services-Interim Nursing Care line, 4444-7560 by \$1,054,439 to fund the line at the County Cap number of \$30,836,637. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Mr. Wenger presented information relative to Security at Temple Street and 2 potential approaches for further securing the main stairway and cutting off access to the third floor. He also noted that moving staff could also resolve some of the security issues. Ms. Robinson provided detail relative to the options for further securing the main stairway.

Mr. Wenger presented the Commissioner's Office of Administration & Finance (COAF) budget. He explained the first Account Clerk position was filled about 4 months ago and there is still a need for filling the second Account Clerk position, noting that currently when one person is sick, the office is totally dependent on the remaining person, and that is issue. He added that the second Account Clerk is fully funded in the budget as a full time position. He reviewed the remainder of the COAF budget.

The Board discussed its Travel-Out of State line and offered the following motion:

Motion: To increase Commissioner's Office of Administration & Finance-Travel Out of State, line 4140-7710 by \$500, and to fund the line at \$1,500. Motion by Comm. Pappas, second by Comm. Holden. Motion carried with Commissioners Pappas and Holden voting in favor of the motion and Comm. Ziehm voting against the motion.

Mr. Wenger explained that County Debt is budgeted at \$1 to hold the line; however, there is no County debt currently.

Mr. Reidy presented the UNH Cooperative Extension budget; he explained that the budget reflects a 1 1/2 % increase based on the Consumer Price Index. He added that Cooperative Extension is managing more with less funding; it is becoming a more efficient organization and increasing grant revenue as time goes by. He informed the Board that he will be responsible for managing the Cooperative Extension offices for both Hillsborough County and Rockingham County going forward. Mr. Reidy noted that he is hopeful that he will have more time in his new role to assist the County with continued Charrette discussion and planning.

Comm. Pappas welcomed members of the Hillsborough County Conservation District represented by Mr. Hardy, Mr. Parker, Mr. McSweeney and K. Rickrode. Mr. Hardy explained that the Conservation District budget only has the one line that contains the salary of Ms. Rickrode, the manager. He distributed the annual brochure that outlined their services and explained the work they do with soils, wetlands, farmers, foresters and needs assessments. Mr. Hardy, Mr. Parker, Mr. McSweeney and K. Rickrode excused themselves and left the meeting.

Comm. Pappas welcomed M. Brady, B. Holton and Mrs. Miller who represented the St. Joseph's Community Services Meals on Wheels program. Ms. Brady presented her budget request, and explained the need for the meals that are delivered to the elderly and disabled. She explained their funding efforts and grants that they participate in. She presented her budget request and thanked the Board for its previous support. M. Brady, B. Holton and Mrs. Miller excused themselves and left the meeting.

Motion: To move into Recess. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

The Board moved into Recess at 11:45 a.m.

The meeting reconvened at 12:42 a.m.

Motion: To reconvene the meeting. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Comm. Pappas welcomed Supt. Dionne and M. Montminy. Comm. Holden read the Board's budget instructions. Supt. Dionne and Ms. Montminy presented and discussed the DOC budget and offered potential changes for the Board's consideration.

Motion: To eliminate the new employee Position # 907311001 and to reduce the Department of Corrections, Salaries & Wages, line 4230-7010 by \$32,997 plus related roll-ups. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Supt. Dionne reviewed changes in the budget that included reducing a Mental Health Clinician's wage to \$1 and adding Position #206341001 as a grant-funded position. Supt. Dionne added that the overtime rate has been increased due to contractual raises and a reasonable expectation of overtime needs. He noted that last year the Sub Committee cut his Overtime line by \$100,000 at the last minute despite his objections, and it was necessary to make several transfers over the course of the year to fund the line; it is budgeted at 395 hours a week for FY2015; which is a best-case scenario, fully staffed. He added that average Overtime hours have been 695 hours week for the first 38 weeks for FY 2014.

Supt. Dionne informed the Board that the DOC is averaging 39 female inmates from Rockingham County; it was necessary to increase the medical expense line for those inmates from \$25,000 to \$40,000, but he added that Rockingham County is responsible for the expense and it is offset by revenue from them.

Supt. Dionne reviewed several lines in his budget; he noted that he anticipates that the inmates will provide approximately 26 weeks of Community Service this coming year at \$1,000/week; this will generate \$26,000 in Revenue from the Towns that will offset the expense line. Mr. Wenger raised a question relative to the Community Service program; he asked if the County were to use the Community Service inmates for the other 26 weeks if the DOC would need funding for that. Supt. Dionne explained that, in fact, additional funding would be necessary at the rate of \$1,000/week.

Supt. Dionne offered the following reductions:

Motion: To level fund the Department of Corrections-Food, line 4230-7500 at \$678,171, a reduction of \$899. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Motion: To reduce Department of Corrections-Linen, line 4230-7591 by \$1,488, from sheet expenses, and to fund the line at \$13,372. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Supt. Dionne explained that there are serious safety and security issues related to the Call Boxes and the control panel needs to be replaced and/or repaired.

Motion: To increase Department of Corrections-New Equipment, line 4230-7970 by \$16,000 for Call Boxes and to fund the line at \$57,700. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Supt. Dionne reported that while the cost of the bringing in Rockingham County females has increased, the expense is offset by Revenue.

The Board reviewed Revenue lines and grant funding for the Department of Corrections; reductions in Revenue are related to Inmate Telephones because of an FCC regulation change and a reduction in the commission for phone services. Supt. Dionne indicated that the budget is based on an average of 39 inmates from Rockingham County.

Mr. Wenger explained that there was discussion at a recent NHAC meeting relative to Revenue that the State is obligated to pay; this relates to the State's responsibility for paying the expense for inmates housed at the Department of Corrections for longer than one year. Discussion ensued relative to adding a new Revenue line for the State's bill to the County's budget; doing so would send a message to the Representatives that when they set a budget at the State level, the State is not giving the County money that is statutorily owed; adding this line will create an awareness of the situation for the Representatives that may not know about the State's responsibility related to the DOC housing inmates for longer than one year. Discussion ensued about including the cost in the budget.

Supt. Dionne reported that there will be a discussion at a NHAC meeting relative to the Senate Bill 323, the bill specifies the financial responsibilities for counties and the state involving persons convicted of felony offenses who are sentenced to a county correctional facility for a term exceeding 12 months. Following discussion, Supt. Dionne indicated that he will provide a figure of the amount owed by the State; Mr. Wenger noted that it will be added to the budget as a new line item.

Lacking further business, the meeting recessed at 1:36 p.m.

Motion: To move into recess. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Signed June 11, 2014

Comm. Sandra Ziehm, Clerk
Hillsborough County Board of Commissioners

Date