

Budget Meeting of the
Hillsborough County Board of Commissioners
April 9, 2015

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. Ziehm, D. Dionne, M. Montminy, M. Castonguay, G. Wenger, and L. Stonner.

1. CALL TO ORDER

The Budget Meeting re-convened at 1:03 P.M.

Motion:

To move out of Recess. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Supt. Dionne led the Pledge of Allegiance

Mr. Wenger provided an overview of the status of the budget. He explained that the original Department's budgets equaled \$92,267,788. He presented options the Board could utilize in developing and reducing its budget including consideration of the amount to be raised by taxes and the use of Surplus. He added that budgets are really tight this year and the challenge is great.

The Board favored having Mr. Wenger meet with the Department Heads to consider any possible cuts. Mr. Wenger noted that the departments have indicated that they cannot control Salaries & Wages because of the 27th pay period; however, it is possible to cut personnel. Comm. Ziehm expressed her belief that it is better to have the Department Heads return with cuts rather than having the Board arbitrarily making cuts. The Board indicated that while it does not favor any new positions, consideration would be given to a position that is a revenue-generating position. Comm. Pappas noted that team approach will be the most successful.

Supt. Dionne discussed his FY2016 budget and noted that:

- the DOC operational budget has decreased \$90,483 from the previous year
- the Overtime line has increased to accommodate the 27th pay period and contractual raises
- overtime is budgeted at 375 hours/week when fully staffed
- average overtime for the first 40 weeks of FY2015 has been 621 hours due to less than ideal staffing
- the staffing level is less than ideal due to the high turnover
- there are no new positions in the budget
- average daily population has dropped and is budgeted at 530 for FY16; it was budgeted at 569 in FY15
- the decrease in population is mostly attributed to new Court programs and grants such as the Drug Court, New Hope program, Mental Health Court, Veteran's Court as well as drug-related deaths of people that have previously been incarcerated.

Supt. Dionne added that he will look at the Salaries & Wages line to see if there might be any options but noted that there are certain requirements that must be met in terms of the status of inmates and the ratio of Correctional Officers. He reviewed other lines and explained the issues related to those lines.

Mr. Wenger noted that all Telephone lines across the County are increased; he explained that the County has not been able to move to the new telephone service because of issues with Fairpoint; the old contract has expired and the County is being charged month-to-month at a higher rate and the numbers provided the departments are based on rates that the County is paying for 12 months. He added he will be coming with a recommendation that the Telephone line be level funded across the departments. He added that he is hopeful that Comcast will be the provider soon, but added that there needs to be a trench dug going into Superior Court on Chestnut Street that is dependent on Fairpoint.

Supt. Dionne noted that funding for the Oil line can be reduced because funds from the current budget will be used to close an underground oil tank. He requested that the line be reduced to \$1.

Motion:

To reduce line Department of Corrections Fuel line 4230-7650 by \$2,499 to fund the line at \$1. Motion by Comm. Pappas, second by Comm. Ziehm. Motion carried.

Supt. Dionne continued to review his budget lines. He added that he was going to ask for a vehicle this year, but is holding off because of the budget constraints; he noted that they did take a multi-purpose pickup truck out of service this year due to significant rust and it being unable to pass inspection. Mr. Wenger noted that there may be a transfer of a used vehicle from the Sheriff's Office, but added that there are now fewer vehicles available to be passed on because the Sheriff's Department is buying fewer vehicles and is keeping them longer.

Supt. Dionne noted that a transfer has been necessary to address Building Repairs; there are structural issues that must be addressed that were not been addressed earlier. He added that there have been increases in maintaining or replacing equipment, particularly in the kitchen.

Mr. Wenger reviewed DOC Revenue. He noted that DOC Revenue includes:

- SCAAP grant
- Resident's Substance Abuse Treatment Grant
- ABE grant

He added that the above-mentioned grants have been moved in the FY2016 budget to Grant Revenue line 3359 at the recommendation of the Auditors.

Supt. Dionne informed the Board that when an inmate arrives at the DOC who is receiving Social Security benefits, the DOC notifies the Social Security Administration and the Social Security benefit to the inmate is stopped; however, the DOC receives a "Bounty" for that inmate while he/she is incarcerated.

In response to a question from Comm. Ziehm relative to inmates receiving pay while working in the Community, Supt Dionne explained that the DOC receives 25% of their gross pay. He added that when inmates go out for drug testing while on work release, the inmate is charged for the expense.

Supt. Dionne remarked that the Community Services project costs the participating communities \$1,000 per week; there were 20 weeks filled last year and he has already received calls for this summer. He noted that if there is a profit, it is very small one; the fee offsets the cost of a Correctional Officer who accompanies the 8 to 10 inmates. Supt. Dionne explained that there is other revenue received from miscellaneous fees.

Comm. Ziehm informed the Board that there will be a presentation by Dr. Douglas Marlowe; it relates to operations around the County and the National Association of Drug Court professional's empirical studies. It will be held Tuesday, April 14th from 12:00 to 2:30 p.m. It will be a presentation on the science of addiction and on the Drug Court as an evidence-based treatment option for high risk offending addicts. Supt. Dionne noted that he will be attending a Drug Court program the following Monday at 2:00 p.m. with Judge Coburn.

Comm. Ziehm entertained a motion for Non-Public session.

Motion:

To move into Non-Public Session consistent with RSA 91-A:2 I (c) to consult with Counsel. Motion by Comm. Pappas, second by Comm. Ziehm. Ziehm-yes, Pappas-yes. Motion carried.

The Board moved into Non-Public Session at 2:00 p.m.

The Board met with Attorney Kirby, Supt. Dionne, M. Montminy and Mr. Wenger.

The Board moved out of Non-Public Session at 2:29.

Motion:

To move out of Non-Public Session. Motion by Comm. Pappas, second by Comm. Ziehm. Ziehm-yes, Pappas-yes. Motion carried.

Mr. Wenger reviewed budget options that considered different options regarding the budgeted expense, revenue, the amount to be raised by taxes, the use of Surplus and the Human Services Cap; also discussed was the possibility of cutting Capital expense at the Nursing Home. The Board discussed the 3 new positions that are proposed for the Nursing Home; they include a MDS Restorative position in Nursing, a Recreation Aide LNA, and an Occupation Therapist in Rehabilitation; it was noted that one or more of the positions are revenue generating positions. Mr. Wenger will request that the Nursing Home provide an analysis of the revenue that will be generated by the proposed positions.

The Board also discussed the real estate market and the related effect on the Registry of Deeds revenue.

Mr. Wenger will meet with the Department Heads to see if there is a possibility of action items that might reduce the budgeted expense or increase revenue. It was agreed that it is important to work together as a team and speak with one voice when going forward to the Executive Committee. The Board agreed that its goal is to present the best possible budget and continue to deliver the basic services to County residents.

9. ADJOURN

Lacking further business, Comm. Ziehm entertained a motion to recess. The meeting recessed at 3:08 p.m.

Motion:

To recess the meeting. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Approved on June 3, 2015

Comm. Toni Pappas, Clerk
Hillsborough County Board of Commissioners

Date