

Budget Meeting of the
Hillsborough County Board of Commissioners
April 11, 2013
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. T. Pappas, Comm C. Holden, Comm. S. Ziehm, D. Fredette, J. Hardy, D. Dionne, C. Kirby, G. Wenger, and L. Stonner

Also Present: Tanya Dubois, Heidi Bernier, Joe Maccarone, Karen Hudson, Paula Martel and Cathy Harrington

Call to Order

The budget meeting reconvened at approximately 9:30 a.m.

Pledge of Allegiance

Attorney Kirby led the pledge to the flag.

Comm. Pappas welcomed those present and noted that the first order of business was to hear Grievance # PM 0700. She inquired if the Grievant wished the grievance to be heard in Public or Non-Public Session. Mr. Maccarone explained that the Grievant preferred that it be heard in Non-Public Session.

Motion: To move into Non-Public session consistent with RSA 91-A:3, II (a) relative to a personnel issue. Motion by Comm. Holden, second by Comm. Ziehm. Ziehm-yes, Holden-yes, Pappas-yes. Motion carried.

The Board moved into Non-Public Session at 9:43 a.m.

The Board met with T. Dubois, H. Bernier, J. Maccarone, K. Hudson, P. Martel and C. Harrington.

The Board moved out of Non-Public Session at 10:05 a.m.

Motion: To move out of Non-Public session. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Motion: To move into Recess to consult with Counsel. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

The Board moved into Recess at 10:06 a.m.

The meeting reconvened at 10:23 a.m.

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

Comm. Ziehm offered the following motion:

Motion: To deny Grievance # PM 0700. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Comm. Pappas welcomed C. Roach; Mr. Roach and Mr. Wenger reviewed the CIS budget. Mr. Wenger suggested that there are many challenges within this department. He noted that he met with all departments recently relative to technology priorities; all departments have technology needs and concerns. Issues that have increased the CIS department's workload and budget include:

- Reductions and turnover in personnel that have impacted the CIS department's time,
- Time spent on the Nursing Home paperless project on a weekly basis,
- Time to be spent on the DOC paperless project and the system that will have to be changed,
- New Federal requirements for FBI clearances for the Sheriff's department and its employees,
- Video arraignment that will be coming to the DOC; setup will be required;
- The County Attorney's office has been receiving pressure to become a part of the E-Court Case Management system.
- Video surveillance at the DOC is reaching end of life; the system is over 8 years old, and parts of the system have failed; this is both a safety and security issue.
- The County's telephone system is old and outdated and is developing more and more problems.
- The key-card access system that is part of the security for the Bouchard Building is also 8 years old and cannot be expanded further without a significant expense,
- The paging system at the Nursing Home is not a reliable system,
- The Kronos time clock systems at the DOC and Nursing Home are at end of life.
- The demand to support Apple products is becoming greater, resulting in a learning curve because the County is mostly Windows-based.

Mr. Wenger explained that the County's network security is based on tight controls and minimizing access to the County's network; he added that it becomes more difficult to control as things change and as there are more and more demands for wireless access. He stressed the importance of keeping the system secure.

Mr. Wenger explained that the CIS budget is a maintenance budget that addresses the need to invest in the County's hardware and software as well as the training to support the CIS staff.

County Treasurer, D. Fredette joined the meeting.

Mr. Wenger reviewed the remainder of the CIS Department's budget and highlighted potential expenses moving forward relative to technology needs that include:

- software and programs that support the many departments,
- hardware,
- support agreements,
- servers, and
- maintaining security of the entire County network.

Mr. Wenger recommended that based on the ages of the County's computers, he recommends purchasing 75 computers to replace those that are 6 to 10 years old and are outdated. He noted that the County has 277 computers; only 36 of them are less than 2 years old.

Mr. Wenger noted that it would be appropriate to decrease the CIS Postage line.

Motion: To reduce CIS Postage line 4151-7380 by \$99, and to fund the line at \$1. By Comm. Ziehm, second by Comm. Holden. Motion carried.

Sheriff Hardy and Supt. Dionne joined the meeting.

Motion: To move into Non-Public session consistent with RSA 91-A:3, II (a) relative to Personnel. Motion by Comm. Holden, second by Comm. Ziehm. Ziehm-yes, Holden-yes, Pappas-yes. Motion carried.

The Board moved into Non-Public Session at 10:14 a.m.

The Board met with Supt. Dionne.

The Board moved out of Non-Public Session at 11:37 a.m.

Motion: To move out of Non-Public Session. By Comm. Ziehm, second by Comm. Holden. Motion carried.

Mr. Fredette addressed the Board and shared options relative to banking for the Board's consideration. He addressed the current low interest rate the County is realizing on its investments and presented two options; one option would be to leave funds in a dedicated account and not have to deal with bank fees; the other option would be to pay the bank fees and invest the funds. He added that the economy is not good for investments. Mr. Fredette noted that a good option would be to consider paying for bank services and attempt to get more in interest.

Discussion ensued relative to the Surplus.

Mr. Wenger added that he will be discussing appropriate use of Drug Asset Forfeiture funds with the Sheriff so that the Board will have knowledge of what those funds can be used for.

The Board reviewed the Revenue for the Sheriff's Office and the Registry of Deeds.

Motion: To increase Registry of Deeds Revenue line by \$600,000, and to fund the line at \$4,000,000.
By Comm. Ziehm, second by Comm. Holden. Motion carried.

Mr. Wenger noted that the County Convention Salaries & Wages line will need a transfer to cover wages.

Mr. Wenger provided information relative to Assistant County Attorney wages; he explained that Hillsborough County's Assistant County Attorneys start at \$38,000 while Belknap County starts its Assistant County Attorneys at \$57,900.

The Board discussed its budget priorities; Comm. Pappas stressed that it is important to focus on the Commissioner's budget, and not worry about what will happen at the next level. The goal is to develop a budget that is supported by all 3 Commissioners.

Lacking further business, Comm. Pappas entertained a motion to Recess.

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

The meeting recessed at 12:55 p.m. and will reconvene at 9:00 a.m. on Tuesday, April 16th.

Approved on May 29, 2013

Comm. Sandra Ziehm, Clerk
Hillsborough County Board of Commissioners

Date