

Budget Meeting of the
Hillsborough County Board of Commissioners
April 15, 2014
Bouchard Building, Goffstown, NH
Minutes of the Public Session
(Not Official until Approved by the Board and signed by the Clerk.)

Present: Comm. T. Pappas, Comm. C. Holden, Comm. S. Ziehm, G. Wenger, E. Robinson, M. Castonquay, and L. Stonner

Call to Order

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

The meeting reconvened at 9:07 a.m.

The Board discussed the budget changes to date, and gave consideration to the amount to be raised by taxes; a general consensus was that an increase of 3 ½ to 5% must be considered; the Board discussed how it would approach the use of Undesignated Funds to balance the budget.

Mr. Wenger reported that actions taken by the Board to date have reduced the amount to be raised by taxes by 1.4 million and reduced expenses by 1.1 million. Following further discussion, and the review of several lines, the Board took the following actions:

Motion: To reduce Human Services Interim Nursing Care line 4444-7560 by \$165,978 to fund the line at \$30,670,657. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

The Board agreed to add a new revenue line for the NH State Corrections billing for revenue that is statutorily owed to the County.

Motion: To create a new revenue line, NH Corrections Billing, and to fund the line at \$100,000. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Motion: To increase the Sheriff's Department Detail Income, line 3409 by \$27,000 and to fund the line at \$263,985. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Motion: To reduce the Sheriff's Department New Equipment line 4211-7970 by \$107,400 to eliminate 3 vehicles. Motion by Comm. Ziehm, second by Comm. Holden.

Discussion ensued and an amendment was offered.

Motion: To amend the pending motion to reduce the Sheriff's Department New Equipment line 4211-7970 by \$71,600, eliminating 2 vehicles, and to fund the line at \$95,191. Motion by Comm. Holden, Second by Comm. Pappas. The Motion to amend carried.

Motion to approve, as amended, carried with Commissioners Pappas and Holden voting in favor and Comm. Ziehm voting against.

Motion: To increase the Sheriff's Department Revenue, line 3401 by \$58,237 and to fund the line at \$843,447. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion: To reduce the UNH Cooperative Extensions budget, line 4611-7290, Other Fees and Outside Services by \$5,520 and to level fund the line at \$368,025. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion: To reduce the Registry of Deeds Salary & Wages line 4193-7010 by \$35,000 and to fund the line at \$667,184. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion: To reduce Special Projects line 4145-7290 by \$5,000, and to fund the line at \$75,000. Motion by Comm. Ziehm.

Discussion ensued relative to the Meals on Wheels Program in relation to the County's budget.

Motion failed for lack of a second.

Motion: To eliminate the County Attorney's proposed Drug Task Force and to remove the seven related positions that were funded at \$1. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To reduce the County Attorney's New Equipment line 4123-7970 by \$12,000 to eliminate 1 copier and to fund the line at \$13,000. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion: To reduce the County Attorney's Salaries & Wages, line 4123-7010 by \$50,000 and to fund the line at \$2,396,722. Motion by Comm. Ziehm, second by Comm. Holden.

Discussion favored reducing the Salaries & Wages line but the Board did not favor eliminating Attorneys or the rollups. Leaving roll-ups in the budget gives the County Attorney more flexibility as the year progresses.

Motion carried.

Motion: To reduce County Complex, New Equipment, line 4198-7970 by \$28,000, and to fund the line at \$2,000. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Ms. Robinson joined the meeting and provided information relative to the cost of having a Facilities Maintenance Worker in the Complex budget that can be assigned to Temple Street as needed to assist with addressing security issues and maintenance at that location and provide more flexibility by having the person assigned to the Complex. Ms. Robinson excused herself and left the meeting.

Motion: To place the position of Facilities Maintenance Worker in the County Complex budget, line 4198-7010, and to fund the new position at \$1. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

The Board agreed to remove \$1,000 from the Registry of Deeds, Office Supplies line because it is related to another example of State legislation affecting costs that would be passed down to the County.

Motion: To reduce the Registry of Deeds, Office Supplies, line 4193-7360 by the \$1,000 request due to proposed legislation and to fund the line at \$12,000. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Motion: To reduce the CIS, New Software, line 4151-7296 by \$380 and to fund the line at \$157,790. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Motion: To reconsider the previous motion reducing the CIS, New Software budget line. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Motion: To amend the previous motion so as to reduce the CIS, New Software budget, line 4151-7296 by \$1,170, and to fund the line at \$157,000. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Motion to approve, as amended, carried.

The Board moved into Recess at 11:12 a.m.

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

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

The meeting reconvened at 11:24 a.m.

Motion: To reduce the CIS, New Equipment, line 4151-7970 by \$4,450 and to fund the line at \$70,000. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion: To reduce the Commissioner's Office of Administration & Finance (COAF), Out of State Travel, line 4140-7710 by \$500 and to fund the line at \$1,000. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried with Commissioners Holden and Ziehm voting in support of the motion and Comm. Pappas voting against the motion.

Motion: To reduce the Commissioner's Office of Administration & Finance, Consulting Expense, line 4140-7230 by \$20,000 and to fund the line at \$20,000. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried with Commissioners Pappas and Ziehm voting in support of the motion and Comm. Holden voting against the motion.

Discussion ensued relative to other options for further budget cuts or reasonable increases in revenue. The Board considered options that would lower the amount to be raised by taxes and a reasonable use of the Undesignated Funds.

Motion: To reduce Department of Corrections, Equipment Repair & Maintenance, line 4230-7820 by \$2,000 and to fund the line at \$84,929. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion: To reduce County Convention, Travel-In State, line 4110-7700 by \$4,500 and to fund the line at \$25,500. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Comm. Pappas briefly stepped down from the Chair to offer a motion.

Motion: To reduce Special Projects, Other Fees & Outside Services, line 4145-7290 by \$5,000 and to level fund the line at \$75,000. Motion by Comm. Pappas, second by Comm. Ziehm. Motion carried.

Comm. Pappas returned to the Chair.

Mr. Wenger provided the Commissioners with a Draft of the Fact Finder's report and noted that he would like the opportunity to discuss it with the Board in Non-Public Session at the regular Board of Commissioner's meeting scheduled for the following day.

Mr. Wenger noted that the salary ranges for non-affiliated salary employees have been adjusted; the ranges had not been adjusted since 2010, so they have been adjusted to reflect the past year's increases and address concerns that have arisen over the past several years. He added that it does not affect wages, but sets the wage ranges for positions in the County.

Mr. Wenger explained that consideration should be given to the NACo Health Program; in order to do anything with respect to that, it would be necessary to add money to the budget for it.

Mr. Wenger asked the Board to give consideration to appointing 2 individuals to the NHAC new Subcommittee that will be working to look at Medicare Case Management structuring in New Hampshire and the benefits of the Counties being involved. Discussion ensued relative to Case Management.

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

The meeting recessed at 1:07 p.m.

Signed June 11, 2014

Comm. Sandra Ziehm, Clerk
Hillsborough County Board of Commissioners

Date