

Budget Meeting of the
Hillsborough County Board of Commissioners
April 16, 2015

Bouchard Building, Goffstown, NH

Minutes of the Public Session

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

Present: Comm. Ziehm, Comm. Holden, Comm. Pappas, J. Hardy, G. Fisher, B. Moorehead, M. Castonguay, G. Wenger, and L. Stonner.

1. CALL TO ORDER

The Budget Meeting re-convened at 9:00 a.m.

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

Comm. Ziehm led the Pledge of Allegiance

Accounts Payable Registers

Motion:

To remove the Accounts Payable from the Table. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion:

To approve Accounts Payable Registers in the following amounts on the following dates:

- April 14, 2015 \$3,830,946 (tabled on 4/15/15)
- April 15, 2015 \$ 836

For a total Accounts Payable of \$3,831,780.09, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Payroll Register

Motion:

To approve a Miscellaneous Payroll Register dated April 14, 2015 in the amount of \$533.75, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger provided an update with budget information for the Board's consideration and a correction in figures for the Nursing Home. The Board discussed lines that could potentially be reduced. The Board unanimously favored accepting the correction and offered the following motions:

Motion:

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

Motion:

To reduce Commissioners' Office of Administration Out-of- State Travel line 4140-7710 by \$999 and to fund the line at \$1. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To reduce County Attorney's Other Fees & Services line 4123-7290 by \$5,000 and to fund the line at \$18,000. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion:

To reduce County Attorney's line Equipment Repair/Maintenance, line 4123-7820 by \$2,000 to fund the line at \$8,000. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion:

To reduce County Attorney's Consulting Expense line 4123-7230 by \$15,000 and to fund the line at \$20,000. Motion by Comm. Ziehm, second by Comm. Holden. Motion carried.

Motion:

To reduce Commissioners' Office of Administration and Finance, Travel-District 1, line 4140-7701 by \$150 to fund the line at \$600. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To direct the Commissioners' Office to reduce line 7120 equitably across the departments by \$168,223. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To direct the Commissioners' Office to reduce line 7140 Ins. Workers Comp. equitably across the departments by \$50,000. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To direct the Commissioners' Office to reduce line 7680 Telephone equitably across the departments by \$20,820 to level fund the lines. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To reduce Commissioners' Office of Administration and Finance, Line 4140-7230 Consulting by \$20,000 and to fund the line at \$20,000. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To reduce Commissioners' Office of Administration and Finance, Line 4140-7120 Health and Accident by an additional \$5,000. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To reduce Computer Information Systems, Line 4151-7970 New Equipment, by \$6,775 and to fund the line at \$80,000. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To reduce Computer Information Systems, Line 4151-7291 Data Processing by \$15,000 and to fund the line at \$246,550. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion:

To reduce Department of Corrections, Line 4230-7010 Salary and Wages by eliminating Incumbent Positions #800511102 & #800511103 budgeted at \$29,936 each, plus applicable rollups. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To reduce Nursing Home Nursing, Line 4414-7010 Salary and Wages by eliminating New Position #207241001 budgeted at \$62,500, plus applicable rollups. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To reduce Nursing Home Activities, Line 4417-7010 Salary and Wages by eliminating New Position #300112012 budgeted at \$23,920, plus applicable rollups. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To reduce Nursing Home Administration, Line 4411-7970 New Equipment, by \$29,000 and to fund the line at \$155,585. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion:

To increase Revenue Line 3200, Medicaid Proportional Funds by \$100,000 and to fund the line at \$4,000,000. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To increase Revenue Line 3404, Nursing Home Misc. Income by \$100,000 and to fund the line at \$762,808. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion:

To increase Revenue Line 3402, Registry of Deeds Fees by \$50,000 and to fund the line at \$3,350,000. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To direct the Commissioners' Office to incorporate funding in the budget for a non-affiliated July 1, base wage adjustment of 0.5% and an anniversary date performance adjustment of 1.0% for the Board's consideration, excluding those employees eligible for previously budgeted step increases. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. Wenger congratulated the Board and explained that with the changes and corrections the Board has made, it can move the budget to the next level with no increase in the amount to be raised by taxes. The Board thanked the Department Heads and Mr. Wenger for their efforts.

There was discussion relative to the use of Surplus and the following motion was offered:

Motion:

To designate the use of up to \$3,900,000 of the County's fund balances to reach a budget that does not increase the amount to be raised by taxes. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion:

To move the budget as proposed forward to the Public Hearing. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Following discussion, the Board agreed to present information relative to its budget at the next Executive Committee meeting. Comm. Ziehm indicated that she would like to be involved in the presentation.

Sheriff Hardy indicated that he has made a promotion (M. Merrifield to the position of Sargent) and his Department has hired M. Salois as a full-time Deputy; he requested that the Board direct the Commissioner's Office of Administration & Finance to include those names on the Salary Sheets to accurately reflect positions that have been filled; the positions were funded so there will be not an increase the budget, in fact, there will likely be a decrease.

Motion:

To direct the Commissioners' Office to amend the Sheriff's Department budget and salary sheets to reflect the recent promotion of a Deputy to Sergeant and hiring of a new Deputy. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Lacking further business, Comm. Ziehm entertained a motion recess.

Motion:

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

The meeting recessed at 10:12 a.m.

Approved on June 3, 2015

Comm. Toni Pappas, Clerk
Hillsborough County Board of Commissioners

Date