

Special Meeting of the
Hillsborough County Board of Commissioners
FY2008 Budget #6
April 17, 2007
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. M. Clemons, G. Wenger, M. Rusch, B. Mercer, and R. Pomroy.

Motion: To come out of recess. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

The Board came out of recess at 3:42 P.M.

Non-Public Session

Motion: To go into non-public session under RSA 91-A:3 II (a) to discuss compensation and under RSA 91-A:3 II(d) to discuss the lease of County land. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

The Board went into non-public session at 3:42 P.M.

Motion: To come out of non-public session. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

The Board came out of non-public session at 4:23 P.M.

Motion: To seal the minutes. By Comm. Clemons, second by Comm. Holden. Motion carried unanimously.

New/Old Business

G. Wenger was recognized. He advised the Board that he had received a request from the Department of Correction seeking the Board's approval to accept the transfer of a male inmate from the Merrimack Department of Corrections. He noted that he was advised that Merrimack County would, in exchange, be accepting an inmate from our facility. A brief discussion followed.

Motion: To authorize the Superintendent to accept a Merrimack County Department of Corrections inmate as stated. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

G. Wenger presented the Board with an application for a driveway permit on behalf of the Nursing Home in conjunction with its repaving project previously approved by the Board. He requested a motion to authorize the Chairman to execute the application on behalf of the Board.

Motion: To authorize the Chairman to sign, on behalf of the Board of Commissioners, an application for a driveway permit for the Nursing Home. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

Comm. Holden informed those present that there are labor committee hearings scheduled for the following day regarding SB 88 and SB 216. She noted that these labor hearings could allow substantial changes in collective bargaining. She stated that SB 88 would make worker safety considerations a mandatory subject of collective bargaining, and would make decisions regarding the number of employees to hire a subject for collective bargaining. She noted that it would implement an Evergreen Provision that would require that step increases continuing after the termination of a Collective Bargaining Agreement. She noted that another significant change would be the reduction

in the number of employees needed to certify a bargaining unit from 10 to only 3. A discussion followed.

Comm. Holden noted that the bills went through the Senate without opposition. She noted that the second bill adds a new process the collective bargaining for certifying the Bargaining Unit. She noted that this would eliminate the voting to certify the Collective Bargaining Unit, allowing the employees to get a majority vote, plus one, to be able to certify. She stated they would simply need to sign a petition to certify. She stated that it was noted that this bill would alleviate the over-burdened PLRB and would eliminate the employer's ability to intimidate its staff. A discussion followed.

Comm. Holden reviewed a request for support of the Working Group's amendment regarding HB 653. Comm. Pappas noted that the Board had previously expressed support for the Working Group's proposal. Comm. Holden suggested sending a letter to the Senators representing Hillsborough County expressing the Board's position. A discussion followed. Comm. Clemons noted as a member of the Retirement System he would continue to abstain from any action by the Board regarding the issue. G. Wenger was requested to prepare a letter for the Chair's signature consistent with previous action by the Board.

4619 – Conservation District

The Board reviewed the Conservation District's budget request. Following a discussion, no action was taken.

4611 – UNH Cooperative Extension

The Board reviewed the UNH Cooperative Extension's new position request. After discussion, the following actions were taken:

Motion: To approve a new position of an Administrative Assistant II in the Cooperative Extension Office, it would be under the general supervision of the Office Administrator and will coordinate office management work, and it has the whole list of the position description, and to approve also the proposed initial pay rate of \$15.54 per hour. By Comm. Holden, second by Comm. Clemons for discussion.

Comm. Clemons inquired how the number of positions in the office would be reconciled, noting that the number of positions will not change, to which Comm. Holden stated that one position would be eliminated. She stated that the motion should be clarified to create this position and to eliminate one other position. Comm. Clemons withdrew his second.

Motion withdrawn.

Motion: To create a new position in the Cooperative Extension Office and that position will be Administrative Assistant II, and to eliminate a position, which is Administrative Assistant I. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

The Board continued to review the Cooperative Extension's budget request line by line. Following a discussion, Comm. Holden suggested reducing the Printing & Binding, line 7350, by \$1,000.

Motion: To reduce Cooperative Extension 4619, line 7350, Printing & Binding, by \$1,000, from \$6,000 to \$5,000. By Comm. Holden, second by Comm. Clemons for discussion.

Comm. Pappas inquired if the Cooperative Extension mentioned an increase in Printing & Binding expenses, to which Comm. Holden stated that there was no mention of an increase.

Motion carried unanimously.

Comm. Holden suggested that a reduction could be made in the Cooperative Extension Building Rental line. She noted that in 2005, funding in that line was needed due to the transition of offices in the Bouchard Building, that in 2006, \$262 was expended from that line and this year \$160 has been expended as of the end of March. She suggested reducing the line to \$1,000 so that the funds would be available if needed.

Motion: To decrease the Building Rental line, 7870, from the \$1,500 request to \$1,000. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

The Board then discussed the mileage rates, noting that it would review the increases in the travel lines in all departments. A brief discussion followed regarding the reductions made. G. Wenger noted that there was also a request to adjust the rates with one of the remaining Administrative Assistant I positions from \$13.83 to \$14.56 per hour. He noted that the adjustment was to align the position with the wage range previously established for the position.

Motion: To adjust the pay rate for the Administrative Assistant I position within the Cooperative Extension from \$13.83 to \$14.56 per hour. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

4193 – Registry of Deeds

The Board reviewed the Registry of Deeds budget request. Comm. Clemons inquired why the Postage line request was so low, to which G. Wenger stated that J. MacDonald advised the Board that a credit had been identified during a recent upgrade, and that there has been a reduction in the amount of documents mailed due to internet usage. He noted that she emphasized that this would be a one-time event and that the line would be increasing next year. Following a discussion, no action was taken.

G. Wenger informed the Board that the County has had another good Health Insurance month. He noted that the final figures for July 1st would be available on or about May 1st and he anticipates the figure would be lower than the budget projection of 8%. He noted that Dental insurance rates would increase 4%, noting that this is the first increase the County has seen in 3 years. He noted that Primex has indicated that the County's liability insurance rates will be reduced by 6% the coming year, down approximately \$20,000. He requested that the Board consider how it wishes to proceed regarding insurance coverage.

4123 – County Attorney

The Board reviewed the County Attorney's budget regarding the request for new employees. It was noted that the County Attorney requested new investigators the previous year, which were approved. A discussion followed regarding the request for a new Assistant County Attorney position and a new Legal Secretary position. No action was taken at this time. The Board continued to discuss the budget requests line by line. Following a discussion regarding a requested \$5,000 increase the Legal Expenses line, the Board decided to put that matter on hold. Printing & Binding, Postage, and the Extradition Expenses lines were discussed. The Board noted that the Sheriff has requested a \$5,000 increase in his Extradition line for a total of \$10,000. In light of that funding request, the Board took the following action:

Motion: To reduce County Attorney 4123, line 7411, Extradition Expense, by \$10,000 from \$80,000 to \$70,000. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

The Board proceeded to review the remaining lines.

4145 – Special Projects

The Board discussed the budget request by St. Joseph Community Services. Following a discussion the Board took the following action:

Motion: To fund Special Projects, line 7290, at \$63,000. By Comm. Clemons, second by Comm. Holden.
Motion carried unanimously.

4151 – Computer Information Systems

The Board reviewed the Computer Information Systems' new position request. The Board expressed its support for the request noting the need for additional staff in the Department in light of the workload handled by the department and the increasing reliance on technology throughout the County.

Motion: To approve in the CIS Department, the new position for a Computer Specialist full time, 40 hours, reporting to the Systems Administrator and the salary line adjustment would be \$30,140. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

G. Wenger noted that funding for the new phone system project is included in the CIS budget request in the New Equipment line. A discussion followed. G. Wenger informed the Board that there would be a meeting to review the Cisco telephone system solution on Thursday, April 19, 2007 from 12:45 P.M. to 3:00 P.M.

The Board continued to review the CIS's budget request line by line. Following a discussion, no further action was taken.

The Board discussed the meeting that had taken place the previous Monday with representatives of the State Judicial Branch and Department of Administrative Services. Comm. Pappas and Mr. Wenger reported that the meeting had been productive with Chief Justice Broderick, Judge Kelley, Judge Lawrence, Commissioner Hill, Director M. Connor, Chairman Essex, M. Wageling, County Attorney, Sheriff Hardy, and M. Rusch in attendance. The discussion addressed the Chestnut Street Courthouse and the funding included in the Capital Budget approved by the House, and the plans for the facility should the funding be approved or not. The County's interest in the facility for the County Attorney's operations and other functions were discussed as well as the imperative that the asbestos be removed in order to facilitate the County's continuing presence in the building. The parties agreed to continue working to secure the approval of the funding request for the asbestos removal project. They went on to report regarding the discussion of the second floor of the Bouchard Building and the continuing interest of all parties to bring the Goffstown District Court to the facility. They reported that following the discussion it was agreed that, with the Board's continuing support, an RFP for architectural services would be pursued in order to complete the design work and to obtain cost estimates for the project. Following discussion the Board agreed to continue and that Mr. Wenger would publish an RFP for Architectural Services.

There being nothing further at that time, the Board went into recess.

Motion: To go into recess. By Comm. Holden, second by Comm. Clemons. Motion carried unanimously.

The meeting recessed at 5:40 P.M.

(Signed 5/30/07)

Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

Approved 5/30/07
Date