

Budget Hearing of the
Hillsborough County Board of Commissioners
April 18, 2008
Bouchard Building, Goffstown, NH

Minutes of the Public and Non- Public Session-Amended
(Not Official Until Approved by the Board and signed by the Clerk.)

Present: Comm. T. Pappas, Comm. C. Holden, Comm. M. Clemons, C. Kirby, G. Wenger, L. Movsesian, M. Rusch, E. Robinson, and L. Stonner

The Board moved out of recess at 3:29 p.m.

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

After a brief discussion, the Board moved back into recess with Legal Counsel at 3:30 p.m.

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

The Board moved out of recess at 3.49 p.m.

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

E. Robinson discussed the need for Software for Department 4151, Line 7291. She reported that the State is switching to the MMIS system for all their Medicaid-related billing; it is becoming a web-based system. It makes the current system obsolete. She indicated that the State will pay a portion and she has estimated that to be \$10,000. This is necessary to process billing; conversion is expected to happen in mid 2009.

Mr. Wenger presented Mr. Moorehead's request for approval to spend \$1,445 for the annual Employee Service Awards.

Motion: To approve the expense of \$1,445 for the National Nursing Home Week Annual Employee Service Awards, noting they go from five-year to thirty-year awards. By Comm. Holden, second by Comm. Clemons. Motion carried.

The Board moved into the Budget portion of the meeting.

County Commissioner's – 4130

The Board held discussion and arrived at the following conclusions: Elected Officials will remain the same unless the Blue Ribbon Commission changes it. Line 7170, Education & Conference was discussed. The Board decided to level fund that line. Comm. Clemons noted that he hopes to be able to attend more meetings in the future. In the Line 7200, Legal Expenses, there may be a need for additional funds for legal expenses, it will depend on what happens with the Retirement Bill, HB 1645; the Board will leave the \$10,000 in the budget. Line 7230, Consulting, will remain as it is in anticipation of potential negotiations and six anticipated collective bargaining agreements.

Mr. Wenger suggested a change in the Business Office Health Insurance Line and reviewed projections for the Telephone Expense in all Departments, noting that he is anticipating having the new Telephone system up and running by the end of the first quarter of the new fiscal year, or shortly thereafter. M. Rusch indicated her concern that she might need additional funds because she has needed to do a transfer the last two years.

She inquired about the formula used to which Mr. Wenger replied that it would be based on the number of actual phones and cell phones in a department versus the number of phone lines. Ms. Rusch indicated that she had no problem with the projected figure.

Motion: To direct the Business Office to reduce line 7680, Telephone in various departments by a total of \$36,610 noting that the County Convention will be reduced by \$1,400 to be funded at \$2,100 and the remaining reductions to be consistent with the following list of proposed reductions:

Department	Budget Request	Budget Recommendations	Proposed Reduction
County Convention	\$ 3,500	\$ 2,100	\$ 1,400
County Attorney	\$ 25,000	\$ 19,000	\$ 6,000
County Atty. Reentry Program	\$ 1,800	\$ 1,800	0
County Commissioners	\$ 1,800	\$ 1,200	\$ 600
Business Office	\$ 4,500	\$ 3,000	\$ 1,500
Computer Information Systems	\$ 3,750	\$ 3,300	\$ 450
Human Resources	\$ 1,300	\$ 1,000	\$ 300
Registry of Deeds	\$ 10,000	\$ 7,000	\$ 3,000
Sheriff	\$ 52,000	\$ 38,000	\$14,000
Department of Corrections	\$ 15,600	\$ 12,000	\$ 3,600
County Complex	\$ 2,160	\$ 1,200	\$ 960
Human Service Administration	\$ 10,000	\$ 8,700	\$ 1,300
Temple Street	\$ 800	\$ 800	\$ 0
Cooperative Extension	\$ 10,000	\$ 7,000	\$ 3,000
Nursing Home Administration	\$ 16,500	\$ 16,000	\$ 500
Totals	\$158,710	\$122,100	\$36,610

By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger presented information regarding the Business Office Health & Accident line, noting he has reviewed it and recommends level funding that line with the same amount as last year.

Motion: To reduce Line 7120, Health and Accident Insurance in the Business Office from \$76,602 to level fund the line at \$69,974. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger noted that he has received information that Primex³ will be setting the Health increase over the prior year at 5.4%, which is a 2.4% reduction from the 7.8% initial cap and recommends reducing Line 7120 equitably across the County by \$180,000, noting that significant cuts have already been made in that line.

Motion: To direct the Business Office to reduce line 7120, Health and Accident, across the budget by \$180,000. By Comm. Holden, second by Comm. Clemons. Motion. Carried.

Mr. Wenger informed the Board that the County is looking at four Health Insurance providers for cost comparison. His understanding at this time is that Primex³ through Harvard Pilgrim Health is still going to be the favored program for the County; however, there is still additional information expected from another source. He will return to the Board at a later date with a recommended Health Insurance program.

Mr. Wenger presented information from Mr. Moorehead, who responded to the Board's request to reduce the Nursing Home budget, and presented a proposal with several recommendations to the Board on behalf of Mr. Moorehead. Mr. Moorehead wished the Board to know that these projects still need to be done, but he is willing to delay all but one item, which will be funded through this year's budget.

Motion: To reduce line 7970, New Equipment, in the Nursing Home Administration budget by \$42,900 to eliminate the Financial and Clinical Software request under Administration, noting that the facility will be looking to make this purchase in the current fiscal year. By Comm. Holden second by Comm. Clemons for discussion purposes. Motion carried.

Comm. Clemons noted his concern that there is only one bidder. Mr. Moorehead will be asked to provide a list of potential bidders. The Board agreed to do this reduction and address the bid issue at a later date. The purchase of the above Software is based on a prior discussion with the Board and its recommendation that the Nursing Home moves forward with the purchase this year.

Motion: To reduce line 7970, New Equipment, in the Nursing Home Administration budget by \$2,688 to eliminate the Full Door Reach-In Refrigerator under the Dietary Dept. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To reduce line 7970, New Equipment, in the Nursing Home Administration budget by \$1,780 to eliminate the Yamaha Electric Piano under the Activities Dept. By Comm. Clemons, second by Comm. Holden. Motion carried.

Motion: To reduce line 7970, New Equipment, in the Nursing Home Administration budget by \$5,325 to eliminate the Power Battery Burnisher under the Housekeeping Dept. By Comm. Clemons, second by Comm. Holden. Motion carried.

Motion: To reduce Line 7290, Other Fees & in the Nursing Home Maintenance Department by \$14,400, to reduce funding for cleaning all HV ductwork, noting that this will fund the anticipated cost of one-half of the project, with the remaining amount coming from funds in another fiscal year. By Comm. Holden for discussion purposes, second by Comm. Clemons.

Comm. Clemons suggested that this might not be a wise decision, noting that the cleaning is supposed to be done every five years, but it has not been done in more than five years, and he does not believe this is a healthy solution. Mr. Wenger noted that Mr. Moorehead indicated that this job will probably not be able to be scheduled until the near to the end of the fiscal year.

The motion was withdrawn.

Courthouse – 4196

Comm. Holden noted that funding was requested to address the County Courthouse renovation and relocation; it is currently \$1,000,000 in the Manchester Courthouse Line 7960 budget and suggested that it could possibly be reduced by about two-thirds to \$350,000. Mr. Wenger explained that the \$1,000,000 was put in based on contemplating the cost of approximately 8,000 square feet of rental space and the cost of relocating the County's facilities. Mr. Wenger noted that, based on current information, the Courthouse will probably remain in the building for a year. He suggested that the Board should consider leaving some money in the budget in light of the building's condition and if an incident were to occur, the Court would have to move immediately. He noted that as the process moves forward, the County might have a clearer picture if more money would be needed.

Motion: To reduce line 7960, Buildings in the Manchester Courthouse budget, 4196 by \$650,000 to fund the line at \$350,000. By Comm. Holden, second by Comm. Clemons. Motion carried.

Insurance

Mr. Wenger noted that the cost of liability insurance has actually gone down a bit. He does have the figures for next year from Primex³; however, there is an issue to be addressed in relation to the County's coverage for punitive damages awards. He has discussed the issue with Primex³ and they are considering taking the issue to their Board. Mr. Wenger suggested leaving the funding level for now until the Board can discuss this and the County has a clear understanding of the exposure for a government entity of this nature. C. Kirby would like to speak to the Board regarding this issue. Comm. Holden inquired if it might be wise for the County to have a Risk Management Committee, to which Mr. Wenger responded that the County would be very well served by having a Risk Management Committee.

Comm. Holden noted that the Retirement issue is unresolved; and if HB 1645 is passed by the Senate, an increase could bring about a significant increase in the County's cost. Mr. Wenger informed the Board that the current budget is based on 8.74% of gross wages for retirement contributions. This issue may need to be re-visited before the end of the budget process.

Comm. Holden noted that the Board still needs to review new positions, vehicles, particularly those being driven home as a benefit, mileage costs, and travel as well as considering the elimination of programs that are not mandated. Comm. Pappas suggested a discussion regarding the elimination of the Bracelet program.

Mr. Wenger informed the Board that the Treasurer has recommended that Line 4711, Interest on Short Term Debt, be funded at \$75,000 in anticipation of a significant reduction in cash flow for FY09. The Board agreed to leave this as recommended.

Comm. Holden requested that the Departments be asked if they have any suggested cuts. Mr. Wenger will add further budget discussion to the next meeting's agenda. Comm. Holden noted that the Board would like to start the meeting at 10:45 a.m. to consult with Counsel and open the regular meeting, as scheduled, at 11:00 a.m. It will be posted with the 10:45 start time.

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

The Board moved into recess at 4:46 p.m.

(SIGNED 8/27/08)

Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

Date