

Hillsborough County Board of Commissioners
FY2010 Budget Review Meeting
April 22, 2009
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. M. Clemons, G. Wenger, and L. Stonner.

Comm. Pappas opened the meeting and entertained a motion to come out of recess.

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

The Board moved out of recess and returned to the Budget Review Hearing at 11:47 a.m.

Comm. Pappas noted that the Board has the Expense Summary and the Revenue Summary for its consideration and review. She noted that the Board will discuss the Surplus at this meeting and asked the Board if it wished to address any other issues.

Commissioners Pappas and Clemons indicated that they have addressed the budget items that were of concern to them. Comm. Holden noted that she believes that there are further cuts that could be made, and that she will not vote to approve the budget as it now stands. Comm. Pappas indicated that the Board would entertain further ideas for cuts, to which Comm. Holden responded that she does not favor funding the new Human Services positions, and further noted that there are five phones and computers in the Human Services back office for social workers that are in the office one day a week. She noted that the Commissioners gave up all but one phone. Comm. Pappas noted that was an issue that could be addressed. Comm. Holden suggested that the Human Services back office could be used to house the Sheriff's Communication. Comm. Pappas asked if this was possible, to which Mr. Wenger responded that he felt it could be accomplished with minor modifications for privacy.

Mr. Wenger noted that he received an email from Steve Lorentzon and Lavallo-Bresnsinger, the Architect that the State has hired to design the Hillsborough County North Courthouse, Chestnut Street. He indicated that they are looking to meet with the County Attorney and the Sheriff to discuss space the following Wednesday afternoon; he asked if there was interest on the Commissioner's level in attending the meeting. Comm. Pappas indicated that she would be available. Mr. Wenger will confirm the meeting. He noted that this is for preliminary discussion relative to the renovation at Chestnut Street.

Comm. Holden inquired about how the Departments reacted to the request for all Departments to cut their budgets by 1%. Mr. Wenger informed the Board that a 1% cut represents \$847,231; he noted that he has heard from some Departments and has spoken with the majority of Departments, and he anticipates that the majority of Departments will respond. The Departments have been notified that if there is not a response by the following Thursday, the 1% cut will go forward to the Executive Committee. Comm. Clemons indicated that it is reasonable to expect a need for transfers as the next fiscal year progresses.

Mr. Wenger noted that in his conversation with the Department of Corrections (DOC), the Superintendent expressed his concern that the turnover rate is lower in this economy, so he cannot anticipate savings as a result of replacing higher paid employees with entry level employees as in the past.

Mr. Wenger reviewed the budget with the Board as it currently stands. He explained that the original budget was \$87,043,000; the additions and deletions that the Board has made to date lower the budget to \$84,723,123; 1% of that is another \$847,000, so at this point, the Board's budget recommendation is

approximately \$83,875,881, a reduction of \$1,122,505 over the last year's budget. Mr. Wenger further explained that on the Revenue side, the tax rate would remain level, and the amount of Surplus that would be designated is reduced. That would designate Surplus funds of \$5,271,475, and would probably leave the County with an estimated Surplus at the end of this fiscal year in the range of 15 to 18 million dollars. Consequently, using the \$5,271,475 would leave an available fund balance of approximately \$12,000,000.

There was discussion that this budget does not include any new contracts or increases for non-affiliated employees. Mr. Wenger noted that a 1% increase in wages for employees that could be eligible represents approximately \$233,000. Mr. Wenger informed the Board that \$1,000,000 in Surplus represents 2.19%.

The Board discussed a Non-Public session to address the issue of compensation and a lease issue.

Motion: To move into Non Public session under RSA 91-A:3 II (a) to discussion a compensation issue, and under RSA 91-A 3 II (d) relative to a lease issues. By Comm. Clemons, second by Comm. Holden. Holden-yes, Pappas-yes, Clemons-yes. Motion carried.

The Board entered Non-Public session at 11:02 a.m. and met with Mr. Wenger to consider compensation of employees and to address a lease.

No action was taken during Non-Public session.

The Board moved out of Non-Public Session and returned to its regular meeting at 11:16 a.m.

Motion: To return to Public session. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger informed the Board that he met with Peter Lunsford, and Primex has agreed to a 4.2% increase and is working out the final numbers for the County. Should the County commit to having two or more EXtra education programs before the end of the year, an additional 1% reduction is available. The first program is Prescription Advantage, which the County conducted last year; the second will be the Employee Assistance Program (EAP). Mr. Wenger noted that the County has started to conduct those programs during open enrollment. He explained that the County will commit to doing two (of three available) programs over the course of the next year; they include Healthcare Consumerism, Heart Health, and Musculoskeletal Related Injury and Diseases. Mr. Wenger asked that the Board adopt a resolution, which he will provide at the meeting the following Monday. He noted that these programs benefit the employees and the County as well as saving money by better understanding programs such as the prescription benefit.

Mr. Wenger noted that he has draft transfers available for the capital items that were discussed for the Nursing Home, Department of Corrections, and the County Complex; he offered that these can be passed along to the Executive Committee once approved by the Board to be included as part of the budget discussion with the understanding that these are supported by the Board of Commissioners. He noted that these are similar to one approved for Temple Street and the Department of Corrections.

Mr. Wenger referred to the ceiling tiles at the Nursing Home, noting that when Mr. Moorehead presented the project, \$16,500 was for the first step, and if the board is looking for capital items, the entire project could be completed at a cost of \$75,500, which covers the labor of the two men doing the work for a period of one month. Mr. Wenger asked if the Board wants the budget reduction to be \$16,500, or would the Board want the request for a transfer to fund that entire project with the Stimulus money. Comm. Clemons asked for Mr. Wengers opinion. Mr. Wenger offered that if this is Stimulus money, that is going to roll into Surplus, this is a project that can be done in one month and will result in the project being done more efficiently and at a savings.

Comm. Pappas expressed her concern that there is not enough money in the Out of State Travel budget line to pay for her air fare to the NACo National Convention.

Motion: To approve Transfer 2009-26, for the County Commissioner's Travel for District 1, line 4130-7710, the amount of \$300 so there are sufficient funds to take care of the trip to Nashville. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger noted that the Board may wish to address if it plans to address non affiliates' wages and how it wished to address Union agreements.

Mr. Wenger informed the Board that there are three tentative agreements. The County Attorney Teamsters has ratified their agreement.

Motion: To approve compensation for non-affiliated to include a 1% COLA effective 7/1/09 and a 2% performance increase on the employee's anniversary date. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger requested that the Commissioners stop at the office the following day to sign the budget cover letter and the MS-42 for distribution to the cities and towns and the elected representatives. It will be prepared for their signature by 9:30 a.m.

Motion: To direct the County Administrator to apply an amount of Surplus that does not affect or increase the amount to be raised by taxes. By Comm. Clemons, second by Comm. Holden.

There was discussion relative to the motion and how this would affect the affiliates, non-affiliates, and the contracts. The Board reviewed the affect the motion would have on the Surplus, and there was a general understanding that the motion applies to the non-affiliated employees at this point and that once the contracts are signed, any increases will be taken from Contingency, or the budget will be amended.

Motion carried.

Comm. Clemons expressed his thanks, on behalf of the Board, for the work done by Mr. Wenger and his administrative staff for the excellent work done on the budget. There was no further business for consideration; the Chair entertained a motion to recess.

Motion: To recess until April 22nd. By Comm. Clemons, second by Comm. Holden. Motion carried.

The meeting recessed at 11:46 a.m.

(SIGNED 7/8/2009)

Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

Date