

Budget Meeting of the
Hillsborough County Board of Commissioners
May 8, 2012
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. S. Ziehm, Comm. C. Holden, Comm. Pappas, J. Hardy, D. Hogan, L. Adams, D. Dionne, B. Moorehead, M. Rioux, E. Robinson, M. Castonguay, G. Wenger, and L. Stonner

1. Reconvene

Comm. Ziehm called the meeting to order. The budget meeting reconvened at 9:05 a.m.

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

2. Pledge to the Flag

D. Dionne led the Pledge of Allegiance.

Comm. Ziehm explained that there is a request to meet in Non-Public Session.

Motion: To move into Non-Public Session with Mr. Wenger consistent with RSA 91-A:3 II (a) relative to a personnel matter. Motion by Comm. Holden, second by Comm. Pappas. Ziehm-yes, Pappas-yes, Holden-yes. Motion carried.

The Board moved into Non-Session at 9:06 a.m.

The Board met with Mr. Wenger relative to a personnel matter.

The Board moved out of Non-Public Session at 9:43 a.m.

Motion: to move out of Non-Public Session. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

The Board took a brief recess.

Comm. Ziehm asked the Board if it had any motions to offer.

Motion: To restore funding for Special Projects Meals on Wheels program and to fund at \$64,000. Motion by Comm. Pappas. Motion failed for lack of a second.

Discussion ensued relative to restoring funding for the Meals on wheels project and the merits of the project.

Motion: To restore funding for Special Projects Meals on Wheels program and to fund at \$40,000. Motion by Comm. Holden, second by Comm. Ziehm.

Comm. Pappas noted that she favors funding the project at \$60,000. She added that the project is heavily supported by the business community, and based on the input received at the Public Hearing; she believes it is important to be a part of this project. Comm. Holden offered a compromise and recommended that the amount be cut in other lines.

Motion: To amend the motion to restore funding for Special Projects Meals on Wheels program by increasing the appropriation to \$55,000. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Comm. Ziehm called for a vote on the amended motion at \$55,000. The motion passed.

The Board addressed the Office of Administration & Finance Out of State Travel line.

Motion: To cut the Office of Administration & Finance Out of State Travel line 4140-7710 by \$1,500, and to fund the line at 0. Motion by Comm. Pappas. Second by Comm. Ziehm.

The Board agreed to compromise and an amended motion was offered.

Motion: To amend the motion to reduce Office of Administration & Finance Out of State Travel line 4140-7710, and to reduce the line by \$500, and to fund the line at \$1,000. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Comm. Ziehm called for a vote on the amended motion, funding the line at \$1,000. Motion carried.

The Board discussed establishing a Capital Reserve Fund to provide the County with the opportunity to renovate its land and/or buildings.

Motion: To request the establishment of a Capital Reserve Fund account consistent with NH RSA 35:1 for the purpose of the renovation and improvement of the lands and buildings owned by Hillsborough County to include the lands and buildings known as the Hillsborough County Complex property in Goffstown, NH, including but not limited to the purchase of goods and services for the engineering and design of the improvements, construction, reconstruction, renovation and repair of new and existing buildings and structures, and infrastructure improvements and to designate one million dollars (\$1,000,000) of the undesignated fund balance to fund the account. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

The Board met with the Sheriff Hardy and reviewed some of his budget lines. Sheriff Hardy explained that he was going to ask the Board to amend his budget figure to level fund the budget.

Motion: To direct that the Sheriff Department's budget initial department request be changed to reflect line 4211-7010 request at level funding \$1,770,390 at the Department request. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

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

The Board moved into Recess at 10:08 a.m.

The meeting reconvened at 10:09 a.m.

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

The Board discussed the several lines in the Sheriff's Department budget in the operating budget. The Sheriff noted that the request for new vehicles was cut in FY12 and was reduced in FY13; this has resulted in an increase in the Auto Repairs line because of the higher mileage and usage.

Discussion ensued relative to the Drug Asset Forfeiture line, which has been placed in the Sheriff's budget as a separate line item versus continuing to show it in the Contingency line; the change reflects the need to keep this as a separate line that can be tracked and audited to meet related Federal guidelines. Sheriff Hardy explained that there are specific Federal guidelines that relate to how these funds are used; they cannot be utilized to supplant the Department's operating budget but can be used to supplement the budget. He noted that the Federal authorities recommend maintaining a separate account for tracking the funds.

Comm. Holden asked if the Department of Corrections could share in the funds; Sheriff Hardy explained that they are not a participating agency, therefore are not entitled to any of the monies. Comm. Holden asked to see the guidelines; Sheriff Hardy responded that the guidelines have been provided to Legal Counsel and he would be happy to provide them to the Commissioners.

Sheriff Hardy requested an increase in his Part Time line. Discussion ensued; no action was taken

Mr. Wenger explained that he has received the final numbers for Health Insurance costs and noted that the budget reflected a 9.9% increase, but the actual increase will be reduced to 6.9%. The Board discussed continuing the insurance with Harvard Pilgrim Health Insurance, but changing to the NH Interlocal Trust based on a recommendation by Mr. Wenger and the options available through other insurance pools.

Motion: To continue with Harvard Pilgrim as the County's health care provider through the New Hampshire Interlocal Trust. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To direct the Office of Administration & Finance to reduce the Health Insurance line 7120 across the County by \$175,000. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger recommended that the Revenue Grant line be increased based on an outstanding reimbursement that the County will receive shortly after the beginning of the year.

Motion: To increase Revenue line 3359, Other Grants & Reimbursements by \$310,156, and to fund the line at \$645,034. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion: To move into Non-Public session consistent with RSA 91-A:3 II (a) relative to compensation of employees and with respect to bargaining issues and to meet consistent with

RSA 91-A:3 II (d) relative to the lease of property. Motion by Comm. Pappas, second by Comm. Holden. Ziehm-yes, Pappas-yes, Holden-yes. Motion carried.

The Board moved into Non-Session at 10:35 a.m.

The Board met with Sheriff Hardy, Mr. Moorehead, Supt. Dionne, Mr. Wenger and Attorney Hogan relative to a bargaining issue.

The Board met with Mr. Wenger relative to the lease of property.

The Board moved out of Non-Public Session at 11:13 a.m.

Motion: to move out of Non-Public Session. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Comm. Ziehm asked the Board if there was any further action. The following motions were offered:

Motion: To approve an amendment to the lease with the NH State Prison and Women's Prison and have it forwarded to the Executive Committee and Delegation for ratification. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Sheriff Hardy requested that the Board approve the 2012 Byrne Justice Grant Program Award that it for warrant apprehension efforts; it can be utilized up to 2015 the funds but the application deadline is May 11th. He added that it does not require any amendment to the budget.

Motion: To approve the execution of the Byrnes Justice Grant and to authorize the Chair to sign the agreement. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

The Board addressed further budget cuts and offered the following motions.

Motion: To reduce the positions of the Human Resources and Human Services Directors in the Office of Administration & Finance to 32 hours, effective September 1, 2012. Motion by Comm. Pappas, second by Comm. Holden. Commissioners Pappas and Holden voted in support of the motion. Comm. Ziehm voted against the motion, noting that it is her belief that the cut should be greater. Motion carried.

Adjourn

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

The meeting adjourned at 11:25 a.m.

A motion followed to reconvene the meeting to address further budget items.

The meeting reconvened at 11:27 a.m.

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

The Board discussed the budget further and addressed the amount to be raised by an increase in taxes and the amount of Surplus to be used to balance the budget; the following motions were offered:

Motion: To set the amount to be raised by taxes at 1%. Motion by Comm. Holden, second by Comm. Pappas. Motion carried unanimously.

Motion: To balance the Board of Commissioner's budget using Surplus and to forward the budget to the Executive Committee and Delegation: Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

There being no further business before the Board, Comm. Ziehm entertained a motion to adjourn.

Adjourn

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

The meeting adjourned at 11:35 p.m.

Approved on 6/13/2012

Comm. Carol H. Holden
Vice Chairman/Clerk
Hillsborough County Board of Commissioners

Date