

**Hillsborough County Board of Commissioners**

May 12, 2011

Bouchard Building, Goffstown, NH

**Minutes of the Budget Meeting**

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

**Present:** Comm. S. Ziehm, Comm. M. Pappas, C. Holden, P. Coughlin, J. Hardy, Rep. Robbins, M. Castonguay, D. Reidy, M. Rioux, E. Robinson, G. Wenger, and L. Stonner.

**Call to Order**

Comm. Ziehm called the meeting to order at 8:09 a.m.

Mr. Wenger noted that in response to a request that the Board meet to review draft letters that would be sent to the employees whose positions are to be eliminated in the FY2012 budget, he has provided draft letters for Board approval. Following discussion, there was a consensus among the Board that the reasons for eliminating positions are a lack of funding, and in some cases, a lack of work. The Commissioners will sign the letters; they will be given to the employees by their respective Department Heads along with the appropriate material from Human Resources relative to ending employment.

Comm. Pappas indicated that it was important to her that she is on record as opposing the elimination of the Family Intervention and ADDE programs.

Ms. Robinson indicated that she wishes to reassure the employees in her Department that while the two programs will end on June 30<sup>th</sup>, the employees will continue during the two-month phase-out period and their employment will end at the end of August. She addressed a second letter that will go to the referring agencies, noting that it is her hope that the two programs will continue until the end of August.

The Board discussed the Cooperative Extension and noted that there is a move on the State level to regionalize the Cooperative Extensions across the State; the Board agreed that it is important to be giving consideration to regionalization over the coming year.

Mr. Wenger informed the Board that he was approached by R. Toring from Amherst, and D. Fredette from Nashua relative to CDBG grant program funding; he noted that there is a pool of \$500,000 available to the County for CDBG grant requests. He explained that if the Board is interested in accessing these funds on behalf of the communities, it may choose to consider whether it wishes to fund the expense and revenue lines for CDBG grant requests from the Cities and Towns. The Board took no action; it will be addressed on the Sub Committee level.

Mr. Wenger indicated that Supt. O'Mara brought forward a grant request at the last meeting, and will be requesting that the Board authorize and execute the annual Department of Education grant at its next meeting. He noted that it requires Board approval and a Certificate of Authority signed by the Clerk.

**Motion:** We hereby resolve that Hillsborough County may enter into contract with the State of New Hampshire Department of Education for the provision of services and any modifications, extensions and removal thereof, and to authorize Superintendent O'Mara to execute all the applicable documents in association with the Adult Basic Education Grant for Fiscal Year 2012 in order to obtain those monies. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

The Board discussed funding the Capital Improvement line and made the appropriate motion.

**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 including 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 improvements, construction, reconstruction, renovation and repair of new and existing buildings and structures, and transportation improvements and to designate \$1,000,000 of the Undesignated Fund Balance to fund the account. By Comm. Holden second by Comm. Pappas. Motion carried.

Mr. Wenger submitted his personal vacation request.

Mr. Wenger noted that it would be helpful if the Board would provide direction relative to how to handle the Departments under his control going forward in relation to budget cuts that are being discussed at the Sub Committee level. He explained that arbitrarily cutting positions in the Computer Services, Human Resources and the Business Office will result in these Departments not being able to deliver the services that the County is required to deliver. He explained that he needs some insight from the Board as to how it wishes him to handle further cuts. The Board discussed options, including that staff could be maintained until the funds are exhausted; then the services that had been provided would have to end; Mr. Wenger indicated that he is not sure what would be done at that point, and he is not prepared to make any recommendation regarding cutting positions in those Departments. Comm. Holden noted that the Board has the authority to decide how the funds will be used; she stressed that it is important to continue to maintain the controls in those Departments and for the County to receive a favorable audit.

Ms. Robinson indicated that all Departments have been told to come in with another budget with further cuts. Mr. Wenger indicated that it is the Delegation's sworn responsibility as elected officials is to tell the Department Heads why these cuts are happening, and what their objective is so he can go back to his employees and explain that he will have to change what they were hired to do because of a specific reason and not simply because "we have to."

Following discussion, the Board agreed to send the Delegation a letter relative to its concerns regarding arbitrary budget cuts.

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.

*Signed 6/29/11*

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

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Date