

**Hillsborough County Executive Committee  
Bouchard Building  
Goffstown, NH  
January 25, 2013**

**Present:** Representatives S. Spratt, B. Shaw, M. MacKay, J. Belanger, P. Garrity, D. Hinch, R. Rowe, R. Boisvert, L. DiSilvestro, P. Garrity, D. Hansberry, L. Harriott-Gathright, M. Jack, S. Jasper, D. LeBrun, D. McCloskey, T. Pellegrino, G. Shattuck, K. Williams, S. Vaillancourt, M. Villeneuve, Also present: Comm Ziehm, T. Pappas, Sheriff Hardy, D. Dionne, C. Kirby, D. Reidy, B. Moorehead, M. Castonguay and G. Wenger.

Chairman Spratt called the Executive Committee Meeting to order at 9:05 AM and requested Rep. Williams to lead the Pledge.

Chairman Spratt welcomed everyone.

Motion by Rep. Jasper, second by Rep. Shattuck that the Officers of the Delegation be the same as the Officers of the Executive Committee. On a voice vote motion adopted unanimously.

Chairman Spratt noted that for the new members of the Executive Committee Hillsborough County has an \$80+ million budget noting that there are many members of this Executive Committee that have served before and have a wealth of information if you have questions.

Chairman Spratt requested that members of the Executive Committee introduce themselves and then if the Department Heads and Elected Officials would introduce themselves.

**Minutes**

Motion by Rep. Belanger, second by Rep. LeBrun to approve the minutes from November 16, 2012 Executive Committee Meeting. On a voice vote motion adopted.

**Transfers**

Motion by Rep. Belanger, second by Rep. Garrity to approve Transfer # 2013-4 in the amount of \$200,000 from the Department of Corrections from Salaries/Wages (7010) to Overtime (7011) in the On a voice vote motion adopted.

Rep. Jasper gave a brief explanation of the transfer process within the County, noting this is a line item budget and funds can be transferred within the Department. The Department Head first goes to the Board of Commissioners for approval and then it comes to the Executive Committee, stating that Hillsborough County has strict rules regarding transferring funds.

Motion by Rep. Belanger and seconded by Rep. Hinch to approve Transfer # 2013-5 in the Amount of \$15,000 from Nursing Home Rehab Salaries to Other Fees and Outside Services.

Chairman Spratt requested a moment of silence for the tragedy in Newtown CT.

**Appropriation Control Report**

Chairman Spratt requested Rep. Jasper give a brief explanation of the Appropriation Control Report that each member will be receiving monthly. Brief discussion ensued.

**Old/New Business**

Rep. Vaillancourt stated that it might be beneficial if the County Treasurer comes to the next meeting and gives a brief presentation. Chairman Spratt has briefly discussed this and Mrs. Castonguay will see if he is available.

Rep. Belanger is requesting that a list of phone numbers and email addresses for Department Heads and Elected Official. Mrs. Castonguay stated that the information that is being requested is in the Handbook, which should be updated by next month, in the meantime I have some older handbooks available that has the information not much has changed. Rep. Belanger is requesting all the information on one piece of paper for Executive Committee.

Mrs. Castonguay announced that there are FY 13 Budget books and the current Statute book that effect County Government available if anyone would like one please see me. She also noted that there is a list of the FY13 Executive Committee meetings in your packets, please note these can be changed at any time.

Rep. Vaillancourt is requesting an update for the surplus for the County. Mr. Wenger stated that the auditors have been in and when it is finalized and available I will see that the Delegation Office gets a copy. He stated that there have been some things that have to be worked on before the audit is complete.

Chairman Spratt stated that tentatively the date for the Orientation will be early in February, a date will be available shortly.

In response to a question Mrs. Castonguay stated that the Department of Corrections and the Nursing Home is available for tours, however, please call Mr. Moorehead or Superintendent Dionne and make arrangements. Superintendent Dionne stated he would like to host an Executive Committee meeting.

A request was made for copies of the Collective Bargaining Agreements (CBA's). Mrs. Castonguay stated that there are copies of the existing CBA's available.

Motion by Rep. Hinch, second by Rep. Belanger to adjourn at 10:05 AM.

Motion by Rep. Belanger, second by Rep. Gagne to adjourn at 9:45 AM.

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Rep. Mariellen MacKay, Clerk  
Hillsborough County Executive Committee

Date \_\_\_\_\_  
Approved \_\_\_\_\_