

Hillsborough County Executive Committee Budget Review
Bouchard Building
Goffstown, NH
May 31, 2011

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Present: Representatives: C. Seidel, J. Ulery, G. Barry, J. Belanger, B. Belvin, J. Cebrowski, R. Day, L. Gagne, P. Garrity, K. Gidge, D. Hinch, D. Hogan, W. Hutchinson, N. Kurk, D. Robbins, B. Shaw, S. Stepanek, S. Vaillancourt, M. Villeneuve, R. Whitehead, R. Haefner, M. Pilotte. Also present: Commissioners S. Ziehm, C. Holden, Sheriff Hardy, D. Hogan, County Attorney, C. Beaulac, Durette, M. Este, M. Lenski, J. O'Mara, C. Kirby, B. Moorehead, M. Rioux, D. Reidy, E. Robinson, M. Castonguay and G. Wenger.

Chairman Seidel called the Executive Committee to order at 11:00 for the Executive Committee Budget Review.

Chairman Seidel stated that the chart in front of the room reflects the actions that the Board of Commissioners took during their budget discussions, also on the chart is a list of the benefits contributions that are paid by the employees. He stated that this is the final step towards approving the budget. Chairman Seidel stated that he received a letter from the Board of Commissioners about the way the subcommittees were handled, they have concerns regarding the cuts that were taken during the subcommittees. He stated that during the Executive Committee budget process the Executive Committee will be looking at these issues and possible adjustments to the budget. Each subcommittee chair will have a report on the work that their Subcommittee did. Chairman Seidel stated that there are concerns that subcommittee members may not have a clear understanding of what each department does and how they operate, he noted that over the next year he has volunteered any member of the Executive Committee that would like to help with making the County more cost effective.

Subcommittee C - Sheriff Office - 4211 – Rep. Dick Hinch, Chairman

Brief discussion regarding the Collection Bargaining Agreements.

Rep. Hinch reviewed the Sheriff's Budget and distributed the Chairman's summary of what the subcommittee did. (see attached)

Rep. Hinch stated that he made a motion during the subcommittee to reduce the Sheriff's budget by 6% from the Board of Commissioners FY 12 budget, noting that he also made a motion to cut the Sheriff Part Time budget by 6%, both motions passed. Sheriff Hardy came back to the Subcommittee meeting after an hour or so of deliberations and took money from the salary lines, (7010), plus roll-ups, Other supplies (7390) was reduced, Communication Expense, (7394) was reduced and finally New Equipment (7970).

Sheriff Hardy did note that it would take some time to reorganize staff. He also discussed all the changes he had done and how new cuts would affect his office.

Rep. Garrity was opposed to this budget.

Motion by Rep. Stepanek, second by Rep. Hinch to eliminate the 1% increase and roll ups that was given to the non affiliated employees who make under \$54,000. On a voice vote motion adopted, 1 Nay.

Cooperative Extension Rep. Seidel, Subcommittee E

Chairman Seidel distributed his summary of what had been done by the Subcommittee, (see attached). Chairman Seidel stated that a total of 7% has been cut from the Cooperative Extension budget, noting that a few things were not done, and the changes did not make the final print.

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Motion by Rep. Vaillancourt, second by Rep. Hinch to reduce Education/Conference (7170) to \$1.00 On a voice vote motion adopted.

Motion by Rep. Vaillancourt, second by Rep. Hogan to reduce In State Travel to \$12,000. On a voice vote motion adopted.

Board of Commissioners Subcommittee F – Rep. Stepanek

Rep. Stepanek reviewed the changes that were made during the Subcommittee for the Board of Commissioners Budget and distributed the summary for this department.

Business Office

Rep. Stepanek reviewed the changes and distributed a summary of changes. Rep. Vaillancourt requested a discussion on the banking and the County Treasurer. Rep. Stepanek noted that the Treasurer gave the Subcommittee a presentation noting that the County should be cautious and keep the relationship with Citizens Bank.

Lengthy discussion regarding Line 7210, Audit Expenses and whether the County should be budgeting money for the GASB 45 Audit. Mr. Wenger stated that in order to comply with GASB 45, the county has to hire actuarial services to put a figure on County retirement expenses. He also noted that this project has to be done only once every three years. Regarding the federal government, in order for the county to continue in the Medicare program we have to provide an annual audit. Discussion ensued.

Motion by Rep. Vaillancourt, second by Rep. Shaw to reduce 7210 by \$6,500. On a voice vote motion fails.

Conservation District

No changes

Computer Information Systems

No changes.

Manchester Courthouse

No changes

Contingency

Motion by Rep. Vaillancourt, second by Rep. Shaw to add \$500,000 to the Contingency Budget (4199) for the CBDG Grant. Rep. Vaillancourt stated that this will not cost the County any money, noting that he sent an email last week regarding the CBDG Grant. There is a administrate fee of 5% . City of Manchester and Amherst are interested in this program. In order for the County to receive these funds the money would have to be budgeted and allocated to the various entities. On a voice vote motion adopted.

Motion by Rep. Shaw, second by Rep. Belanger to approve the new bottom line of \$911,191. On a voice vote motion adopted.

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Human Resources

No changes

Revenue

Motion by Rep. Vaillancourt, second by Rep. Stepanek to add \$500,000 to Revenue, Line 3510, ear marked for CBDG Grant. On a voice vote motion adopted.

After Rep. Stepanek reviewed the revenues there were no more changes.

Register of Deeds

No Changes

Temple St.

No Changes

County Attorney – Rep. Barry, Chairman

County Attorney Hogan, Attorney O’Neil, and Mary Rioux represented the County Attorneys. County Attorney Hogan reviewed the salary line and will have the breakdown at a later date. Lengthy discussion ensued regarding the staff at the County Attorney’s Office noting that if the staff is reduced there will be numerous delays at the court, etc.

Attorney Hogan stated that they could receive a grant for new software that could ease the burden in the office, the cost the first year is \$108,900 that includes start up costs. The year to year costs will be less. Attorney Hogan stated that Line 7010 should be \$2,504,116, noting that there will be 5 positions eliminated. Attorney O’Neal stated that the Domestic Violence Prosecutor, if eliminated, the money would have to be taken from Revenue which is \$30,000.

In response to a question Rep. Barry stated that the subcommittee took 6% from the salary/bottom line and Attorney Hogan was asked to come back with the eliminations. Positions that were eliminated 205641001, #20561001, #402241001, #403745053, #203244001, #204043001. Ms. Castonguay stated that she was not sure where the new salary sheets came from, she could not get them. Ms. Rioux noted she got them from the Business Office.

Chairman Seidel requested that the County Attorney present their reorganization plan on Thursday June 2, 2011. In response to a question Ms. Rioux stated that the new bottom line will be \$3,673,473.

Motion by Rep. Cebrowski, second by Rep. Hinch to recess till Thursday June 2, 2011 at 9:00 AM.

Rep. Gail Barry, Clerk
Hillsborough County Executive Committee

Date _____
Approved _____