

Hillsborough County Executive Committee
Hillsborough County Complex, Bouchard Building

Goffstown NH

April 27, 2007 9:00 AM

Present: Representatives D. Essex, M. Pilotte, L. Movsesian, P. Cote, M. Farley, B. Francoeur, P. Hinkle, N. Kurk, P. Manney, R. Rowe, G. Shattuck, B. Shaw, S. Spratt, S. Stepanek, S. Vaillancourt. Also present: Comm. Holden (9:50), Sheriff Hardy, Judith MacDonald, Register of Deeds, C. Kirby, B. Moorehead, J. O'Mara, D. Reidy, E. Robinson, M. Rusch, G. Wenger.

Excused absences: Rep. Jasper, Rep. Rosenwald, Rep. Simon

Unexcused absences: Rep. Forest, Rep. Ulery, Rep. Rochette.

Chairman Essex called the meeting to order at 9:05 AM and requested Rep. Vaillancourt to lead the pledge to the flag.

Minutes:

Motion by Rep. Movsesian, second by Rep. Pilotte to approve the minutes from March 23, 2007 Executive Committee Meeting. On a voice vote motion adopted unanimously.

Appropriation Control Report

Chairman Essex stated that there are copies of the appropriation control reports if any member of the Executive Committee would like a copy. The purpose of the report is to see where all departments are with their appropriations for F/Y 07. These are beneficial especially to the Subcommittee Chairman.

Transfers

Motion by Rep. Manney, second by Rep. Spratt, to approve Budget Transfer #2007-12 in the amount of \$5,000 from Sheriff Health and Accident to Sheriff Postage. In response to questions Chief Deputy stated that there has been increase in activity in warrant resulting in increased correspondence via mail. He also noted that this is offset by revenue. Brief discussion ensued. On a voice vote motion adopted unanimously.

Motion by Rep. Stepanek, second by Rep. Movsesian to approve Budget Transfer #2007-13 in the amount of \$2,000 from Sheriff Health/Accident to Office Supplies. On a voice vote motion adopted unanimously.

Motion by Rep. Manney, second by Rep. Shaw to approve Budget Transfer #2007-14 in the amount of \$10,000 from Sheriff Salaries/Wages to Auto Repairs. Chief Deputy stated that brake replacements have been numerous and new emission standards increase the cost of State inspections. This line was under funded. He also stated that the Sheriff's Office pays the first \$1,000 deductible on insurance per incident. On a voice vote motion adopted unanimously.

Motion by Rep. Shaw, second by Rep. Farley to approve Budget Transfer #2007-15 in the amount of \$20,000 from Sheriff Office Salaries/Wages to Sheriff Office Gas/Oil. Chief Deputy Durette stated there has been a high volume of prisoner transports, extraditions, warrants and civil process. On a voice vote motion adopted unanimously.

Motion by Rep. Shaw, second by Rep. Cote to approve Budget Transfer #2007-16 in the amount of \$3,700, \$2,500 from Cleaning Services and \$1,200 from Other Supplies to Fuel. Ms. Robinson stated that due to the cold late winter additional money was needed for fuel. She also stated that an increase was requested for F/Y 08. On a voice vote motion adopted unanimously.

Motion by Rep. Manney, second by Rep. Pilotte to approve Budget Transfer #2007-17 in the amount of \$16,500 from Department of Corrections Health/Accident to Gas Heating/Cooking \$13,800 and Water

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\$2,550. Superintendent O'Mara stated that monthly expenses for Gas and Water have exceeded the estimated amounts that were determined during the FY 07 budget cycle. There were unpredictable increases in costs that have depleted the current appropriations. On a voice vote motion adopted unanimously.

Motion by Rep. Cote, second by Rep. Spratt to approve Budget Transfer # 2007-18 in the amount of \$500, \$300 from Equipment repair and \$200 from Travel In-State to New Equipment. Ms Rusch stated that the fax machine in the Delegation Office broke and a new one is needed. On a voice vote motion adopted unanimously.

Department of Corrections

Chairman Essex requested Superintendent O'Mara discuss the creation of a new position.

Superintendent O'Mara stated that the Statute requires the Board of Commissioners and the Executive Committee approve new positions throughout the County. He presented information to create a new nursing position, noting that currently they are per diem positions. He also stated that the department will be collapsing 2 positions to fund a full time county RN position. The motions that are necessary is to reduce the one full time LPN to \$1.00 and to reduce one per diem LPN to \$1.00 and to create a full time county RN position. Discussion ensued.

Motion by Rep. Stepanek, second by Rep. Farley to create a full time RN position at the Department of Corrections. On a voice vote motion adopted. On a voice vote motion adopted. 1 Nay.

Motion by Rep. Kurk, second by Rep. Stepanek to reduce full time LPN to \$1.00 and to reduce one per diem LPN to \$1.00. On a voice vote motion adopted unanimously.

Human Services

Ms. Robinson distributed the monthly Public Assistance budget stating that Old Age Assistance is budgeted at \$640,000 and the projection is \$717,689; APTD is budgeted at \$2,950,000 and the projection is for \$3,047,043; Medicaid is budgeted at \$10,000,000 and the projection is \$1,915,232; and DCYF is budgeted at \$4,880,000 and the projection is \$4,425,922. She noted that these numbers are really close but with a transfer between line items this budget should be in balance. Brief discussion ensued.

Old/New Business

Chairman Essex requested Mr. Moorehead, Nursing Home Administrator, give an update on the Nursing Home Revenue, noting that the F/Y 08 budget process is beginning and these numbers might give the members of the Subcommittees insight into the financials of the Nursing Home Budget. Mr. Moorehead distributed the estimated 2007 revenue. These figures are through March of F/Y 07. He projects \$21,031,092 and the Pro Share is estimated at \$1,627,414, for a total of \$22,658,506, the amount budgeted is \$21,416,979, a difference of \$1,241,527. He stated that this are estimates only. Brief discussion ensued and it was noted that the Nursing Home would be operating at a loss if things remain as projected.

Chairman Essex requested that Mr. Wenger give a brief overview of the surplus. Mr. Wenger stated that as of June 30, 2006 the County Surplus is \$20,956,341 in the FY 07 Budget Process \$4,250,000 was designated for reducing taxes and the budgeted fund balance for 2007 \$17,706,341, approximately 22%. He stated that in the past the Board of Commissioners and the County Treasurer has requested that Departments hold off on major capital expenses until after taxes are received so the County does not have to borrow money, when this occurs the County sees a higher expenditure rate after the first of the year. Mr. Wenger stated that every month a financial report is distributed to the Executive Committee and he briefly reviewed that report. He did note that the investment fund earning was significantly higher this year and this will contribute to the surplus. He briefly reviewed the expenses for 2007. Mr. Wenger

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stated that he is projecting \$24,000,000 surplus at the end of June noting that is before any designated surplus for this year is added in. The Board of Commissioners at yesterday's meeting designated \$2.4 million for capital expenditures for F/Y 08 and an additional surplus amount of \$3.5 million for the reduction of taxes, this should leave a surplus of approximately \$18,000,000. There was a lengthy discussion regarding surplus and the reason why there is so much surplus. Rep. Vaillancourt suggested having the County Treasurer come in and explain the investments and interest rates.

Rep. Stepanek is requesting a breakdown for the last three years of the full budgeted salaries against the actual expenses in all departments and provide a percentage of the difference. He noted that this could be a useful tool going forward. Chairman Essex asked Mr. Wenger if the surplus figure that was given included encumbered funds that have been set aside for legal issues. Mr. Wenger stated that a majority of the encumbered funds are for Human Services, there could be a release of \$300,000 - \$700,000 however with that said there could be a potential that some of that money could be used for pending legal issues he does not expect these issues to be resolved this fiscal year.

In response to a question Mr. Wenger stated that there is a county investment policy that the Board of Commissioners follows and that all investments go out to bid. He noted it does put limitations on what can be done.

Ms. MacDonald the Register of Deeds distributed a revenue report for F/Y 07 and stated that currently the income is at \$3.8 million and there is \$5,000,000 budgeted. In response to a question she reported that the next three months revenue will be comparable to last years last three months. She stated that if the year end revenue reaches \$4.5 million she will be surprised.

Chairman Essex requested Ms. Rusch to go over the tentative dates for the Public Hearing and the County Convention for the Budget. She briefly reviewed that dates. She also stated that a copy of the three day budget hearing agenda have been distributed noting that these meetings are important and is the final stage before the recommendations are forwarded to the entire Delegation. There was a brief discussion regarding the dates of the three day meetings.

Chairman Essex stated that the RFP for the Architectural Services for the 2nd floor of the Bouchard Building was mailed and members should have a copy in their packet. He is requesting that Mr. Wenger briefly go over the RFP. Mr. Wenger stated that he was not prepared to do this and he apologizes. He briefly reviewed the plan and stated that this is a design for the Goffstown District Court and there is money in the F/Y 08 budget for this project. Discussion ensued.

Rep. Vaillancourt has a few questions with regards to the bids that were distributed. They are bids for the ministers at the Nursing Home. He stated that he has an issue with paying these individuals for their services. He does not believe taxpayers should be paying for these services. Chairman Essex stated these need to be addressed during the budget process. He had a few other questions regarding another bid.

Rep. Pilotte had questions regarding a letter dated November 8, 2006 from Manchester Water Works, regarding a statement made with respect to envisioning a major commercial development by the County. He stated that he was not aware of any major development and should the Executive Committee be aware of any commercial development on County Land. Commissioner Holden stated that in Goffstown Master Plan they refer to the possibility of developing County Land. Brief discussion ensued.

Rep. Shaw stated that she is very concerned regarding the ongoing negotiations at the Nursing Home. She is very disturbed that this contract has not been settled. Chairman Essex noted that a number of Executive Committees share that concern.

Rep. Vaillancourt would like it noted that it is four months in a row that a specific Representative is not here at this meeting and that the Chairman placed this individual on two subcommittees. He stated that he

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has issues with the fact that this person was placed on two subcommittees and he never shows up. Chairman Essex stated that he has been talked to regarding his attendance at meetings.

Chairman Essex stated that the next Executive Committee Meeting is scheduled for Thursday May 24, 2007 at 9:00 AM.

Motion by Rep. Movsesian, second by Rep. Cote to adjourn. On a voice vote motion adopted.

Rep. Lori Movsesian, Clerk
Hillsborough County Executive Committee

Date _____

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