

Hillsborough County Executive Committee Budget Review

Bouchard Building

Goffstown NH

May 29, 2007 9:00 AM

Present: Representatives D. Essex, M. Pilotte, L. Movsesian, P. Cote, S. Jasper, P. Manney, R. Rowe, M. Reuschal, G. Shattuck, B. Shaw, A. Simon, S. Spratt, J. Ulery,. Also present: Comm. Holden, Comm. Pappas, R. Mercer, J. O'Mara, M. Rusch, M. Umali, G. Wenger.

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Subcommittee B Department of Corrections – Chairman Rep. Jasper

Chairman Essex stated that Rep. Jasper is the Chairman of the Department of Corrections subcommittee and he requested that Rep. Jasper review the Department of Corrections budget and the changes that were made during the Subcommittee.

Rep. Jasper reviewed the new positions that were requested, noting that six new positions were requested, four were approved by the Board of Commissioners and the Subcommittee. Rep. Jasper went over the positions that were approved, a fourth Work Project Supervisor this would allow two vans to be out in the Community for Community Services within Hillsborough County. There was also a request for a Classification Supervisor, an Assistant Superintendent was requested and an AIP Supervisor. Superintendent O'Mara stated that the salary line should read \$7,322,417. Rep. Jasper stated that the social security line is not right compared to last year's number. Motion by Rep. Jasper, second by Rep. Manney to change the Social Security line to read \$249,697. On a voice vote motion adopted. There was a brief discussion about the Retirement Line. Rep. Jasper stated that were a few more small changes to various lines, nothing significant.

There was a brief discussion regarding the Department of Corrections building noting it was constructed in 1989 and there are things that need to be updated the building.

Motion by Rep. Jasper, second by Rep. Manney to approve the bottom line in the amount of \$14,359,080. On a voice vote motion adopted.

After a brief discussion motion by Rep. Jasper, second by Rep. Simon to reconsider the Department of Corrections bottom line. On a voice vote motion adopted.

Motion by Rep. Jasper, second by Rep. Cote to approve the new bottom line of \$14,313,115. On a voice vote motion adopted.

County Complex – Chairman Rep. Jasper

Rep. Jasper briefly review the County Complex budget noting there were no significant changes.

County Convention Subcommittee E – Chairman Rep. Essex

Chairman Essex stated that he was Chairman of this Subcommittee noting that the bottom line of the County Convention budget increased by 3% over last year. He stated that the salary lines are changing slightly because of normal COLA and Merit increases. Chairman Essex stated that the salary lines reflect changes which entail putting Legal Counsel on the Merit system. In the past she was on the step and grade system similar to the way the County Attorney handles the Attorneys. At this point in time she is the only non affiliated employee outside of the County Attorneys Office that is not on the merit system noting that when her review was completed they gave the highest possible score without the ability to

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reflect it in her salary. Chairman Essex stated that a motion was made at the Subcommittee level to change Legal Counsel to the Merit system. It was approved unanimously at the Subcommittee level.

Chairman Essex stated there were significant changes made to the Legal Expense Line (7200). Attorney Kirby stated that this line is mainly for outside counsel. She noted that when Insurance does not cover legal issues or for conflict of interest cases this line is used.. Attorney Kirby stated that \$35,000 is a good solid amount to put into the line noting that there is currently one case pending that will need outside counsel, she also added that if the money is not needed it will be returned to the general fund. There was a brief discussion regarding some of the other budget lines. Chairman Essex stated that in the past two years there has been \$15,000 budgeted for Performance Audit and to date this money has not been utilized. He stated that Rep. Moran chaired the subcommittee for a few years and he is willing to sit on a new subcommittee if needed, noting that he would add valuable input. Chairman Essex stated that he has had conversations with Mr. Dick Mahoney, who is in the Audit Office in the Legislative Office Building, and Mr. Mahoney stated that Performance Audits are very expensive and they could run into as much as \$60,000 - \$80,000, which is a lot more than what was budgeted in the County Convention budget. He stated that he would like to realistically budget this line during the next budget cycle. Brief discussion ensued regarding what is the purpose of a Performance Audit.

There was a brief discussion of the Travel In State noting that this is one of the biggest expenses in the budget and Ms. Rusch explained that this is the busy time of year for the Representatives and the travel line.

Motion by Rep. Jasper, second by Rep. Shaw to reduce Other Fees and Outside Services, (line 7290) to \$2,500. On a voice vote motion adopted. Rep. Spratt voted no. After discussion it was suggested that a plan be put together for F/Y 09 and a subcommittee be formed during the F/Y 08 fiscal year. On a voice vote motion adopted.

Motion by Rep. Jasper, second by Rep. Simon to reduce the bottom line of the County Convention budget to \$350,658.

Register of Deeds

Ms. Macdonald gave a brief overview of the Register of Deeds budget noting that there were few changes. Ms. MacDonald stated that the various documents are being put on optical disk and they are currently on film and this is an ongoing project, she stated her goal is to have everything online. Rep. Jasper stated that there should be climate controlled area for old documents. He suggested that this be studied and maybe use some funds from the fund balance to do a room specifically for these documents. Ms. MacDonald noted that only other major change is in the postage line she stated that she has a credit in this line and this was done during last years budget. During the F/Y 09 budget she will be requesting more than during F/Y 08. Brief discussion ensued.

Cooperative Extension

Mr. Dan Reidy stated that the major change in the Salary Line, 7010, was changes in the jobs and job description for the three administrative assistants. This was due to some corrections that were necessary due to the new wage scale that was implemented. He noted that in addition to that change there will be a change to one of the three assistants who will have additional responsibilities and handling management work flow in the office. Mr. Reidy proceeded to review the budget which he noted there were no major changes.

Conservation District

There were no changes to this budget.

Motion by Rep. Jasper, second by Rep. Simon to reduce the Health Accident summary by \$200,000, bringing the total down to \$5,910,039 and to have the Business Office distribute according to their best estimate. Rep. Jasper stated that traditionally this line is over-funded and during the subcommittees there have been discussions about the Health Insurance Lines, noting that this year there was an increase in the percentages that the employee is liable for and that will probably sway employees to the less expensive plan which will result in a lower cost to the County. On a voice vote motion adopted.

Chairman Essex stated that before adjourning Ms. Rusch will give details of the budget is handled from this time forward, she reviewed the timeline for MS 42, the Public Hearing, the Executive Committee meeting and the final Delegation Meeting.

Chairman Essex thanked everyone for their participation and noted that the tax rate should remain level for F/Y 08.

Motion by Rep. Cote, second by Rep. Jasper to adjourn the meeting at 11:25 AM.

Rep. Lori Movsesian, Clerk
Hillsborough County Executive Committee

Date _____

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