

Hillsborough County Executive Committee
Hillsborough County Complex, Bouchard Building
Goffstown NH
March 24, 2006 9:00 AM

Present: Representatives N. Allan, P. Brassard, P. Cote, D. Essex, R. Ginsberg, B. Golding, C. Jean, R. Mead, M. Mooney, E. Moran, L Movsesian, M. Pilotte, R. Rowe, B. Shaw, S. Stepanek. Also present: M. Wageling, County Attorney, J. MacDonald Registrar of Deeds, A. Durette, C. Kirby, B. Moorehead, J. O'Mara, R. Mercer, D. Reidy, E. A. Robinson, M. Rusch, G. Wenger,

Chairman Allan convened the meeting at 9:15 and requested that Rep. Shaw to lead the pledge to the flag.

Chairman Allan also announced that Rep. Barry is in the hospital and Rep. Gibson is ill and will be out until May.

1. **Minutes:**

Motion by Rep. Pilotte, second by Rep. Essex to approve the minutes from February 24, 2006, Executive Committee Meeting. On a voice vote motion adopted unanimously.

2. **Appropriation Control Report**

Chairman Allan stated every member of the Executive Committee should have received a copy of the Appropriation Control Report. He noted the purpose of this report is to show on a monthly basis where the various departments are within their budgets. He stated that it is the responsibility of the Executive Committee/Delegation to keep track of the financials within the County. If you have any questions or would like additional information regarding the report please see Ms. Rusch. Chairman Allan stated that it is important that the Subcommittee Chairmen use these reports to see how the various departments are doing especially during this time of year.

3. **Transfers**

Motion by Rep. Brassard, second by Rep. Movsesian to approve Budget Transfer #2006-11 in the amount of \$3,000 from Temple Street Cleaning to Fuel. On a voice vote motion adopted unanimously.

Motion by Rep. Cote, second by Rep. Mooney to approve Budget transfer # 2006-12 in the amount of \$7,000 from Sheriff Salaries/Wages to Auto Repairs. This is the second year that most of the auto fleet was owned vs. leased. The County pays the first \$1,000 deductible on insurance per incident. brake replacements have been numerous. Brief discussion ensued regarding the cost of heavy duty brakes. On a voice vote motion adopted unanimously.

Motion by Rep. Stepanek, second by Rep. Mooney to approve Budget Transfer #2006-13 in the amount of 4,000 from Sheriff Salaries/Wages to Sheriff Recording Fees. Increased activity in real estate attachments, all expenses are offset by revenues. This money goes to the Registry of Deeds. On a voice vote motion adopted unanimously.

Motion by Rep. Moran, second by Rep. Shaw to approve Budget Transfer #2006-14 in the amount of \$55,000 from Sheriff Salaries/Wages to Sheriff Part-time Wages and Overtime. Chief Deputy Durette state that there have been multiple Workman's Compensation Absences due to injuries, increased IEA transports, increased activity in Investigations and increase in warrants. On a voice vote motion adopted unanimously.

Motion by Rep. Stepanek, second by Rep. Jean to approve Budget Transfer #2006-15 in the amount of \$10,000 from Sheriff Salaries/Wages to Gas & Oil. Chief Deputy Durette stated that there has

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been a dramatic increase in fuel costs, currently \$1.96 per gallon. There have also been numerous out of state transports. Brief discussion ensued regarding using diesel fuel. On a voice vote motion adopted unanimously.

Motion by Rep. Movsesian, second by Rep. Mooney to approve Budget Transfer #2006-16 in the amount of \$57,580 from Nursing Home Nursing Health & Accident to Electricity in the amount of \$37,000, Fuel \$18,580 and Gasoline in the amount of \$2,000. Mr. Moorehead stated that there has been a 14% increase in the PSNH charge per Kilowatt hour. He also noted that there was a 40% increases in fuel oil per gallon and this bid was done after the budget process. On a voice vote motion adopted unanimously.

Motion by Rep. Shaw, second by Rep. Pilotte to approve Budget Transfer #2006-17 in the amount of \$27,284 from Nursing Home Dietary Health and Accident to Dietary Outside Wages in the amount of \$8,348, Other Supplies, \$2,004 Food \$11,832 and Gas/Heating/Cooking \$5,100. discussion ensued regarding the price of propane. On a voice vote motion adopted unanimously.

Motion by Rep. Stepanek, second by Rep. Cote to approve Budget Transfer #2006-18 in the amount of \$5,100 from Nursing Home Laundry Health and Accident to Laundry Gas: Heating/Cooking. The propane expense is currently \$2.20 per gallon and increase of 29% over the budgeted number of \$1.70. On a voice vote motion adopted unanimously.

4. **Human Services**

Ms. Robinson, Human Services Director distributed the Public Assistance monthly report and reviewed the numbers. She stated that Old Age Assistance projected expenditure for the year is \$630,000 and the target YTD is \$580,000. The projected figure for the Age to the Permanently and Totally Disabled (APTID) is \$2,908,778, and the target YTD is \$2,780,000. Ms. Robinson stated that the Medicaid accounts are in good shape noting that the projected figure does not include the clawback, the target YTD is \$19,000,000 and the actual YTD is \$18,342,386. Discussion ensued regarding clawback.

5. **Registry of Deeds**

Ms. MacDonald gave a brief update on the revenue figures for F/Y 06 noting that as of March 23, 2006 the revenue is \$4,454,825 to date. She stated that the revenue will definitely reach \$5,000,000 by July 1, 2006.

5. **Old/New Business**

a. **Financial Audit**

Chairman Allan stated that the financial audit was distributed today and it is a positive report. Chairman Allan noted that Hillsborough County continues to under spend by several million dollars and this should be looked at during the budget process. He complimented the Board of Commissioners and the County stating that the County is in good shape financially and kudos to the Board of Commissioners.

b. **Performance Audit Update**

Rep. Moran stated he has had discussions with the County Administrator regarding the performance audit. Rep. Moran stated that the Business Office is still clearing up some past baggage and they should have a clearer picture within the next month or so.

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- c. Chairman Allan stated that the list for the F/Y 07 Executive Committee subcommittee members has been distributed.
- d. Chairman Allan distributed a preliminary timeline for the budget noting that the Board of Commissioners will deliver their final approved budget to the Delegation on May 10, 2006, they will deliver a preliminary budget to us on April 11, 2006. He stated that the subcommittee hearings will begin immediately upon delivery of the final approved Board of Commissioners budget. He noted that the timeframe will be very tight stating that the Board of Commissioners has invited us to participate in their review process. Chairman Allan stated that this was accepted in principle at a meeting in February however, he noted that there is a cost associated with running the budget cycle twice, once before the Board of Commissioners final numbers are approved and then again after we receive the final Board of Commissioners budget. He stated that the cost for this could run as high as \$2,000. He did state that this will be a very tight schedule as the subcommittees will begin meeting after May 10, 2006 and any subcommittee member can participate earlier with the Board of Commissioners as they go through their cycle. He did note that any decisions that are made by the Subcommittee are not binding until the subcommittees receive the Board of Commissioners final budget. Chairman Allan recommended that the Chairman of the subcommittees participate and attend the Board of Commissioners sessions. If you are going to attend the Board of Commissioners work sessions the Delegation Office will make copies of the budget available to the subcommittee members on a case by case basis. He again stated that if copies have to be made twice it will cost the County approximately \$2,000 including the mileage. Lengthy discussion ensued regarding the Board of Commissioners schedule and the participation of the Executive Committee members during the Board of Commissioners budget discussions.

Chairman Allan requested Ms. Rusch, Delegation Coordinator to review the dates of the Public Hearing and Delegation Meeting at the end of June. Chairman Allan also noted that the Board of Commissioners schedule has been distributed. Ms. Rusch requested that the Subcommittee Chairman see her regarding setting up dates for subcommittees.

- e. Chairman Allan briefly reviewed two letters he will be sending to the Board of Commissioners. He also thanked the Board of Commissioners for the F/Y 05 Audit report. He requested information from the Board of Commissioners regarding additional County Conventions that might be needed during the Fiscal Year.

Motion by Chairman Allan, second by Rep. Moran to go into a recess at 10:50 AM for a consultation with Legal Counsel. On a voice vote motion adopted.

The Executive Committee reconvened at 11:45.

Rep. Moran discussed an article, *Future Shock, Traditional institutions are falling Apart*. Rep. Moran proceeded with information from the article.

Rep. Pilotte made a few comments regarding the Board of Commissioners minutes on March 1, 2006 noting that he feels the Delegation made the right decision. Brief discussion ensued regarding some of the minutes of the meetings.

Motion by Rep. Movsesian second by Rep. Cote to adjourn at 11:55

Date _____

Rep. Gail Barry, Clerk
Hillsborough County Executive Committee