



## Delegation Meeting Minutes March 4, 2014

Chair Worsman called the Belknap County Delegation meeting to order at 5:00 PM on the above date at 34 County Drive, Laconia, NH and recited the pledge of allegiance.

In Attendance: Representatives Arsenault, Burchell, Comtois, Cormier, DiMartino, Fields, Fink, Greemore, Gulick, Holmes, Huot, Luther, Raymond, Sylvia, Tilton, Vadney and Worsman.

Absent: Representative Flanders.

Also present: Commissioner Nedeau and County Administrator Debra Shackett, and Finance Director, Glen Waring.

**Public input on agenda:** Rep. Arsenault requested public input be put on delegation meeting agenda. Chair recommended as it was not specifically on agenda, happy to open public input under any Other Business on the agenda.

### **Approval of minutes:**

• M/Tilton, S/Gulick to approve the 01/31/14 Deeds & Maintenance subcommittee minutes. Unanimous. **Motion passes.**

• M/Worsman, S/Cormier to approve the 01/31/14 Nursing Home subcommittee minutes. Unanimous. **Motion passes.**

• M/Huot, S/Worsman to approve the 02/04/14 delegation minutes with one small word change. Unanimous. **Motion passes.**

• M/Greemore, S/Holmes to approve the 02/10/14 delegation minutes. Unanimous. **Motion passes.**

• M/Huot, S/Greemore to approve the 02/11/14 delegation minutes. Unanimous. **Motion passes.**

• M/Herb, S/Bob to approve the 02/18/14 minutes Rep. Gulick said I don't doubt that he was tending a roof emergency, and that he said that, but I believe it happened before the meeting started. All anyone needs to do is review the tapes. Rep. Huot also thought it was said before the meeting but is Ok with it being inserted in the minutes so long as it is included before the meeting was convened. Rep Worsman referring to the minutes said it is placed prior to the meeting 5:44 start time. Rep Worsman offered adding the following sentence in the first paragraph referring to the reason Rep. Comtois was permitted to participate by phone (roof emergency), "This was done after consulting RSA 91-A: 2 with specific examination/discussion of RSA 91-A: 2, III for its permissibility of having Rep. Guy Comtois participate by phone". Rep. Gulick objected to this being inserted. Rep. Worsman stated it was germane due to the extenuating circumstances of this meeting. Additionally we did allow phone participation during the

Gunstock Area Commission Candidate election. Rep. Sylvia and Rep. Burchell confirmed the 91-A: 2 discussion .M/Tilton, S/Burchell to end discussion on the topic. 9 – Y. 5 – N. Back to the motion by Rep. Worsman to enter the sentence (concerning the consultation of 91: A) into the first paragraph. S/Burchell. Roll call: 4 – Y (Burchell, Sylvia, Tilton, Worsman). 5 – N. (Arsenault, DiMartino, Gulick, Huot, Luther). 5 – Abstain. (As didn't arrive until a bit later) (Comtois, Greemore, Raymond, Vadney, Cormier (absent).

**Motion Fails.**

- M/Gulick, S/Huot to accept the 02/18/14 minutes as written (without Rep. Worsman sentence). Roll call: 9 – Y. (Burchell, Comtois, Greemore, Huot, Luther, Sylvia, Tilton, Vadney, Worsman). 4 – N. (Arsenault, DiMartino, Gulick, Raymond). 1 - Abstain. (Cormier-absent) **Motion passes.**

- M/Tilton, S/Greemore to accept the 02/24/14 Executive Committee minutes with one small change “wanted a copy of the written request” approved by the commissioners in paragraph two. Unanimous. **Motion passes.**

- M/Worsman, S/Huot to approve the 02/24/14 Delegation Meeting minutes with a couple of minor corrections and the recommended change to the last sentence (Rep Gulick asked any member to accompany her to the Attorney General regarding the budget votes failure during the 2/14/14 meeting) “no response from any member of the delegation” . Unanimous. **Motion passes.**

- M/Tilton, S/Vadney to approve the 01/31/14 Public Safety Sub Committee minutes as written. Unanimous. **Motion carries.**

**2014 budget:** M/Sylvia, S/Greemore - To modify the amounts appropriated in the following departments: to raise and appropriate the sum of \$42,938 for health insurance in the Administration Dept. which is a reduction of \$4,000 as delineated in this version (the delegation working budget). To raise and appropriate the sum of \$40,304 for health insurance in the Nursing Home Activities Dept. which is a reduction of \$16,000 as delineated in this version. To raise and appropriate the sum of \$491,870 for Health Insurance in Corrections Dept. which is an increase of \$20,000 as delineated in this version to support the delegations recommendation to add two full time positions in this department. Rep. Raymond stated that the Delegation has no control over how commissioners spend the money. Roll call: 10 – Y (Burchell, Comtois, Cormier, Fink, Greemore, Holmes, Sylvia, Tilton, Vadney, Worsman). 3 – N (Huot, Luther, Raymond). 4 – Abstain. (Arsenault, DiMartino, Fields, Gulick). **Motion passes.**

M/Cormier, S/Worsman to appropriate \$1,775,000 from fund balance leaving the amount of \$13,663,314 to be raised by taxes would result in an approximate 2.3% tax increase. Rep. Huot said DRA sets the tax amount to be raised by taxes and he's never heard of a budget being passed with a bottom line. Rep. Cormier amended her motion to: M/Cormier, S/Worsman to appropriate \$1,775,000 from fund balance. Roll call: 11 – Y (Burchell, Comtois, Cormier, Fink, Greemore, Holmes, Luther, Sylvia, Tilton, Vadney, Worsman). 6 – N. (Arsenault, DiMartino, Fields, Gulick, Huot, Raymond). **Motion passes.**

**Budget recap:** Chair Worsman recapped the budget as it stands. BUDGET RECAP:

For the 2014, the amounts to be appropriated for salaries in all departments be the same as was earned in 2013 (level fund) with no pay increase and all lines pertaining to salaries be adjusted accordingly.

The department County Convention that we raise and appropriate in account 53000 -\$6,500, in account 53200 - \$10,000, in account 56105 - \$1,400 and in account 56200 - \$2,500 for a total budget of \$20,400.

In the County Attorney's department I motion to raise and appropriate the sum of \$3,000 in account 53510 and \$400 to account 55500 and that we raise and appropriate for all other purposes in this department that are non-salary nor health insurance related be as recommended by the commissioners for a total department appropriation of \$756,410.

In Administration department we have voted to raise and appropriate the sum of \$109,275 for the full time salary line in the administration department. Also to raise and appropriate the sum of \$10,000 in account 53200 for legal, in account 43412 cable & internet the amount of \$3,500, in account 56110 Meetings and Training the amount of \$2,000 all other accounts that are non-salary related, nor pertain to health insurance be as recommended by the commissioners for a total department appropriation of \$399,371.

In the Information Technology department to raise and appropriate the sum of \$58,800 in account 53420 IT Support Contract and to accept the commissioners' recommendation for appropriations for all other purposes within this department bringing the total amount to be appropriated for this department to \$92,020.

In the Finance department to raise and appropriate the sum of \$117,800 for the purposes of fulltime salaries. Further that we raise and appropriate for all other purposes in this department that are non-salary nor health insurance related be as recommended by the commissioners for a total department appropriation of \$230,453.

In the Reg. of Deeds Department the vote was to raise and appropriate the sum of \$500 for the purposes of printing, Further that we raise and appropriate for all other purposes in this department that are non-salary nor health insurance related be as recommended by the commissioners for a total department appropriation of \$443,752.

For the Maintenance department we voted to raise and appropriate the sum of \$20,500 for Contracted Services and \$30,000 in account 54305 for Repairs and maintenance particularly necessary for the jail. Further that we raise and appropriate for all other purposes in this department that are non-salary nor health insurance related be as recommended by the commissioners for a total department appropriation of \$604,337.

In the Sheriff's department: to raise and appropriate the sum of \$21,000 in account 57600 for the purposes of two vehicle leases. For all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$2,083,678.

For Corrections the vote was to fund the two additional officers for the jail (based on Superintendent Wards Scenario #2 in his memo affecting both the appropriation and revenue sides of the 2014 budget). Additionally, to raise and appropriate in account 56250 \$3,000, 56400 \$14,000 and 56500 \$3,000. Further for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$3,359,337 with estimated revenue to be \$144,911.

In Restorative Services the vote was to raise and appropriate in accounts 53900 the amount of \$3,500 and in account 56100 the amount of \$2,750 and for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the

commissioners for a total department appropriation of \$172,198. Additionally on the revenue side to reduce the resulting total department estimated revenue to \$16,000.

For the Outside Agencies to level fund the cooperative extension at \$162,818 and all other outside agencies requests to be level funded as submitted.

For Capital purchases we voted to raise and appropriate the sum \$100,000 for the purposes of a capital project for security cameras as presented.

We have voted to appropriate \$0 for the purposes of Contingency

In the Nursing Home Administration we have voted to raise and appropriate for the purposes of account 53420 Contracted Services the amount of \$25,500, in account 53300 Prof Services the amount of \$109,275 and for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$1,192,938.

In the Nursing Home Maintenance department we have voted to reduce line 54110 Heating gas/oil to \$120,000 and for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$600,212.

For the Rehab. Department, we have voted that for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$190,930.

In the Dietary Department we have voted for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$1,289,674.

In the Nursing Department we have voted that for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$5,443,023.

In the Laundry Department we have voted that for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$133,073.

In the Housekeeping Department we have voted that for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$401,011.

In the Physicians, Pharmacy department we have voted to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$680,750.

For the Special Services department we voted that for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$4,320.

In the Activities Department we have voted that for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$268,384.

For the Hairdressing department we have voted that for all other purposes in this department that are non-salary nor health insurance related to raise and appropriate the sums for each purpose as recommended by the commissioners for a total department appropriation of \$33,542.

M/Tilton, S/Worsman to accept the budget for the particular purposes per department as just read which raises and appropriate the departments sums as read and the total sum of \$25,596,863. Roll call: 11 – Y (Burchell, Comtois, Cormier, Fink, Greemore, Holmes, Luther, Sylvia, Tilton, Vadney, Worsman) 5 – N. (Arsenault, DiMartino, Fields, Huot, Raymond) 1 – Abstain. (Gulick). **Motion passes.**

Chair Worsman thanked each of the delegates for their hard work during this budget process. She expressed that while we hoped to see no increase the 2.3% is the best we could do this year.

**Transfers:** M/Tilton, S/Vadney that all funds appropriated for all line items of the 2014 Belknap County Budget shall be non-transferable without prior approval of the Executive Committee or the full County Convention in accordance with RSA 24:14. The one exception is that the Commissioners are authorized to transfer funds within each department from one line item to another in an amount not to exceed \$300 on any given instance. A report of said transfers submitted to the County Convention monthly. Rep. Huot indicated that usually it is just the Executive Committee that handles transfers. Rep. Tilton amended his motion to say “prior approval of the Executive Committee” in accordance..... S/Vadney. Rep. Gulick wanted to hear the County Administrators speak about how this will affect them; Rep. Burchell indicated this was a Delegation matter and asked to call the Question. Tilton, read from prior annual reports how this agrees with past practice. Roll call: 10 –Y (Burchell, Comtois, Cormier, Fink, Greemore, Holmes, Sylvia, Tilton, Vadney, Worsman) 6 – N. (DiMartino, Fields, Gulick, Huot, Luther, Raymond). **Motion passes.**

Commissioner Nedeau read aloud a statement prepared in response to an email Rep. Worsman sent to the Commissioners on 02/28/14 regarding a budget request (fair distribution of available health insurance funds as voted). The statement by Commissioner Nedeau declared how unhappy he was with some of the delegates and the delegation budget process and expressed his full support of the County Administration. M/Raymond, S/Luther requested that the comments read by Commissioner Nedeau be attached to the record for the minutes. Roll call: 8 Y (DiMartino, Fields, Greemore, Gulick, Holmes, Huot, Luther, Raymond) 8 N (Burchell, Comtois, Cormier, Fink, Sylvia, Tilton, Vadney, Worsman). **Motion fails.**

**Public Comment:** At 6:50 pm, the Chair opened the meeting for public comment. Steve Merrill of Meredith, Barbara Howard of Alton, Dave Devoy of Sanbornton, Paula Trombly of Meredith, Hunter Taylor of Alton, and Sandy Ugie of Meredith asked questions, made statements, and spoke to the budget. Public comment concluded at 7:05 pm

**Lawsuit:** Rep. Worsman stated that Jane Cormier in her capacity as Clerk and I as Chair in my capacity have been served in a lawsuit. Rep. Worsman asked the Commissioners if they would authorize representation from Attorney Fitzgerald in our capacity so we can timely respond to this law suit. Commissioner Nedeau asked for a copy of the lawsuit and stated that the board of commissioners decides who will be hired to represent you. Since all three Commissioners were not present, they will have a discussion and get back to her with an answer.

**Meeting cancelled:** Rep. Huot asked if there would still be a meeting this Friday 03/07/14 at 5:00 pm and Saturday March 03/08/14 at 10:00 am. Chair said no, these meetings will be cancelled.

**Adjourn:** M/Comtois, S/Vadney to adjourn at 7:10 pm. Unanimous. **Motion passes.**

Respectfully submitted,

Rep. Jane Cormier, Clerk of the Delegation