



Executive Committee Meeting Minutes **September 15, 2014**

Chair Tilton called the Executive Committee meeting to order at 4:03 PM on the above date at 34 County Drive, Laconia, NH and recited the pledge of allegiance.

In Attendance: Representatives Burchell, Flanders, Greemore, Tilton, Vadney and Worsman.

Absent: Representative Comtois.

YTD budget - revenues: Chair Tilton started the review with revenues. Rep. Worsman said that they are tracking quite well. She also stated that there were a few places in the revenue where the amount received is higher than what was budgeted. Proshare 34040 - \$650,000 budgeted, already received \$1,258,127.50 – “That is 2 x’s the amount budget. It is a positive thing, but the 2015 delegate members coming onboard should know why that is.

YTD budget - expenses: Rep. Tilton wanted to thank the Commissioners for receiving a copy of the YTD expenditures for the first time including what was the original budget (the % column) instead. As the committee reviews the YTD budget reports, they will pose questions of the Commissioners to Ms. Bovill who will record and submit for answers. Administration – 56110, \$738 was encumbered in training, Rep. Greemore wants to know why, for what and is the work done? It is overspent; the Commissioners have no authority to encumber. Legal - Rep. Worsman said that she sent an email to Administrator Shackett asking for more legal information to prepare for tonight meeting for legal expenses throughout the budget including the Nursing home (not just convention and administration). Part of the Admin expenses are also in the NH (Professional Services). Rep. Worsman stated that she still has not received and wants to have it. Maintenance - 54100 - \$8656.01 encumbered. Rep. Greemore would like to know if that come out of the available budget of \$36,142.84 already. Rep. Tilton stated that the Delegation put \$30,000 in the budget line 54305 for jail maintenance. Why are we not spending it? Based on the condition on the jail, why is this not spent? What issues are not being addressed at the jail? Also lines 572000 \$11,634 and line 57300 \$2200 have zero expended and members want to know why. Sheriff – Rep. Greemore said that line 53420 has money encumbered (\$959.55) but it is already over. How can we encumber when it is overspent already and who authorized. Rep. Vadney asked about line 51422. It has already spent 105% of the budget. Is there a way that the county plans to operate the rest of the year with no overtime? Jail – Line 53005, Chaplain Services, Rep. Greemore wants to know why the chaplain is not getting paid.

Capital Projects: There is still \$100,000 in that line. Members wanted to know if the County intends to use this or are they going to use it as contingency? Members were updated that this was for the camera/security systems. That the RFP went out and that the Facilities Manager along with the Sheriff and Superintendent were actively meeting with vendors, testing equipment and being very thorough on this project.

Nursing Home: Property and Liability line 54800. Overspent by (\$3,995.00). Rep. Worsman wants an explanation. In 51232 and 51400 there were negative numbers and the % expended column had odd verbiage in them (\$#DIV). It was offered that this was a formula issue/error in Excel. Delegation wants explanation/clarification on these. Rep. Worsman than stated the spreadsheet provided today was assembled different than usual and that the revised budget total of \$32,365,897 (vs \$25,596,863 original budget) is an error. It was probably an error that stemmed from the accounting software vs the excel spreadsheet (transferring) to balance. It approx. a \$7,000,000 error. Rep. Worsman wants clarification from the county. Rep. Worsman also said that in the grand totals, \$86,062.81 has been encumbered. Is this all encumbered in 2014, or is there some from a prior year? She would like the county to provide explanation.

Legal requests: Rep. Worsman wants all legal expenses from all other departments including the nursing home in a report and forwarded to the committee. They only had the convention and administration. Please provide all other departments. Members noticed on both of the legal printouts provided to them today, that an amount of \$571.27 shows up in both and members questioned. Rep. Tilton and members talked about the Executive Committee having to have a few more meetings after September is closed to clean up the current Delegations work.

Adjourn: M/Burchell, S/Worsman to adjourn at 5:03 PM.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant