

Executive Committee Meeting Minutes  
Belknap County Complex  
12/16/2014 5:00pm

Members Present: Representatives Tilton, Vadney, Gallagher, Flanders, and Hurt  
Absent: Representatives Comtois and Sylvia

The meeting began with a pledge of allegiance to the American Flag.

Representative Tilton stated that he would still like Transfer Request #10 to be signed by the Commissioners. The Commissioners agreed.

The committee began their review of the ten requests that were presented.

Request #34 (\$ 2,000) to fund General Operating Supplies for the Nursing Home kitchen was discussed as being late in the year and concern was expressed regarding the planning process. A question was raised regarding the available funds in the furniture account. Motion by Rep. Vadney to deny transfer, second by Rep. Hurt, 5 – 0, motion carries.

Request #36 (\$12,770) to fund food costs in the Nursing Home was considered. There was concern expressed about moving the money from the Furniture & Fixtures line. After a discussion a motion was made by Rep. Hurt to approve, seconded by Rep. Flanders, 5 - 0, motion carries.

Request #37 (\$ 352) to fund legal updates for the County Attorney's Office - There was concern about the frequency of the updates. Rep. Vadney made a motion to approve, seconded by Rep. Hurt, 5 - 0, motion carries.

Request #38 (\$ 500) to fund internet services in the Nursing Home – After a discussion about why this wasn't projected accurately during the budget process and whether the rate had increased during the year, a motion was made by Rep. Flanders to approve the transfer, seconded by Rep. Gallagher, 5 - 0, motion carries.

Request # 39, (\$16,919) which replaces request #33, would redistribute funding among various Medicare categories in Nursing Home department 5180. A motion to approve was made by Rep. Flanders, seconded by Rep. Hurt, 5 – 0, motion carries.

Request #40 (\$1,500) to fund full time dietary wages in the Nursing Home Kitchen – Rep. Flanders made a motion to approve, seconded by Rep. Vadney, 5 – 0, motion carries.

Request #41(\$ 33,000) to fund legal costs – After considering the itemization of all legal expenses incurred, some Representatives stated that they didn't have enough information to make a decision. Rep Tilton stated that there had been legal invoices presented to the Commission for payment in the past that were denied (for the Register of Deeds and the Delegation). The County Administrator explained that the Commission denied them because they were not requested in advance as required by statute. There were comments stating that the funds had been spent frivolously and unnecessarily. Rep. Tilton asked Commissioner Nedeau what authority the Commission had to continue spending money on legal fees and the

Commissioner answered that they were authorized by RSA 29 A. Rep. Hurt made a motion to deny the transfer, seconded by Rep. Vadney, 4 were in favor, none opposed, one abstained, motion carries.

Request #42 (\$ 20,000) to cover medical expenses in the Jail – Rep. Hurt made a motion to approve, seconded by Rep. Flanders, 5 – 0, motion carries.

Request #43 (\$ 500) to cover overtime wages in the Nursing Home Maintenance Department – a motion was made by Rep. Vadney to approve the transfer, seconded by Rep. Flanders, 5 – 0, motion carries.

Request #44 (\$ 950) to cover Office Supplies for the Nursing Department – after an initial concern as to why supplies were necessary this late in the year, the County Administrator explained that the request was for toner cartridges used in fax machines on the nursing units. The Director of Nursing was also asked to explain the request and she stated that the request was primarily for toner cartridges for fax machines used by nursing staff on each unit. Rep. Vadney stated that since the Director of Nursing came to the meeting, he would make a motion to approve the transfer, it was seconded by Rep. Flanders, 5 – 0, motion carries.

The County Administrator asked the Committee if they would reconsider Request #34 for Operating Supplies for the kitchen, since the Director of Nursing was present to reiterate the need. A motion was made by Rep. Flanders, seconded by Rep. Vadney & voted unanimously to reconsider. The Director of Nursing explained the need for various supplies, including hair nets, degreaser, rubber gloves, etc. She reminded the committee of the many regulations that the nursing home must adhere to. Rep. Flanders made a motion to approve the transfer, seconded Rep. Hurt, 5 – 0, motion carries.

The Committee asked the County Administrator to provide (in the future) more detailed explanations of the need for transfers on the actual form and why funds may be available; she agreed to do so.

Representative Hurt wanted assurance that the process of monitoring each line of the budget could be improved. The Committee is not interested in increasing budgets as every town is experiencing increases in tax rates, so efficiencies will have to be found. The County Administrator verified that all departments can and will get better at working with the line item restrictions, and there shouldn't be as many difficulties at this time next year. Representative Vadney reminded everyone that they're all on the same team – including the taxpayers.

The meeting was adjourned at 6:25.

Respectfully submitted,



Brian Gallagher,  
Clerk, Executive Committee