



Delegation Meeting Minutes
February 9, 2015 at 6:00 pm

Chair Frank Tilton called the Belknap County Delegation meeting to order at 6:00 pm on the above date at 34 County Drive, Laconia, NH and recited the pledge of allegiance. The Chair asked the Clerk to call the roll.

In Attendance: Representatives Aldrich, Dumais, Fields, Flanders, Gallagher, Howard, Hurt, Lebreche, Luther, Spanos, Tilton and Vadney.

Absent: Representatives Comtois, Fisher, Fraser, Russell, Sylvia and Varney.

Minutes: M/Vadney, S/Aldrich to approve the 01/26/15 minutes as written. **Motion passes.** Unanimous.

Discussion on budget review: Rep. Tilton reviewed his perspective on the budget process for new members and stated that they have a deadline to meet (03/31/15). Sub committees report their recommendations to the full delegation. The administration updates the working budget so that they can see the changes as they go. Rep. Tilton asked for members to learn all they can at their sub committees. They should be prepared to discuss details at future delegation meetings. The next meeting is scheduled for 02/17/15 at 6:00 pm. Rep. Tilton wants everyone to think about where they want to end up with the budget numbers. He is looking at the amount to be raised by taxes; right now the submission from the previous Board of Commissioners has it at a 10% increase. It is his personal target to be at 2% (his estimate of a reduction of \$1.1 million). The County budget is the focus for the next several weeks for the delegation. Discussions ensued. Commissioner Burchell asked the Chair if the 2% included anything for the jail. Rep. Tilton said yes. Commissioner Burchell said that he has worked the numbers and to fix the existing jail and build a new Community Corrections Center with 60 beds, he estimated a figure which equals an increase of 1.7%. That is his best estimate based on a 25 year amortization. Commissioner Burchell also stated that he is on the verge of signing a contract with Mr. Kevin Warwick for programming planning and design. Rep. Fields sought clarification on the 1.7% increase to the budget. Is that instead of Rep. Tilton 2% or in addition too. Commissioner Burchell says it is in addition; so it would total 3.7%.

Salaries: At this time Rep. Tilton is recommending one of the places that money can be saved is in salaries. He suggests level funding salaries at this point in the budget process. This would mean the removal of the COLA and the step increases. M/Tilton to zero out COLA and steps from every dept. level funding all salaries. M/Hurt for discussion. Rep. Hurt asked if the Delegation could change that after if they want. Answer: Yes. Rep. Gallagher pointed out that FICA and retirement etc. will also change and those numbers also need to be included. M/Tilton

to amend the motion to also include all associated payroll costs with this level funding recommendation. S/Hurt on amendment. **Motion passes.** Unanimous.

Health insurance costs: In his opinion, Chair Tilton felt that health insurance is another area for where savings can be realized. Currently there are no union contracts that are imminent. M/Tilton to fund the amount of \$2,624,925 for health insurance premiums (bottom line number) for the whole county to be distributed however the Commissioners choose to allocate. S/Aldrich for discussion. Rep. Gallagher asked if the Health insurance has been bid out. Rep. Spanos commented that he thought the number for health insurance may need to be higher by approximately \$ 150,000. Commissioner Burchell said that yes, it is currently out to bid. He also stated that the negotiating team needs to meet with the unions. Discussions ensued. Chair called for the vote. **Motion passes.** Unanimous.

Sub Committee reports: Rep. Hurt split up his Courthouse subcommittee. He and Rep. Frasier met with Deeds and County Attorney while Reps. Gallagher, Luther and Spanos met with Maintenance. He and Rep. Frasier are still working on the numbers. Rep. Gallagher said that the maintenance budget was consistent in fuel and electric costs with the market place, however, the projected costs need to be carefully reviewed. The only item for consideration at this point is the \$14,826 for audio and visual installed in conference room #1. They are questioning if that should be done now that the DOC is using the room a lot, etc. They will finalize their recommendations. Rep. Vadney reported on the Support staff subcommittee. They discussed whether to fill the Human Resources Director position or leave vacant. There is also \$150,000 in contingency, he thought was high. Reducing to \$50,000 might be better; it's negotiable at this time. Members discussed how payroll for Admin and Finance runs 50-60% of those budgets. Rep. Gallagher suggested a close look at the interest expense for Tax Anticipation Notes and suggested that Administration had validated that a reduction in this area could be achieved in a range of up to \$ 50,000. Commissioner Burchell said that they will be addressing and making recommendations for operations and the effects it could have. Rep. Luther reported that his subcommittee is recommending level funding outside agencies with one exception. UNH Cooperative extension, the committee voted to add \$200 to their bottom line making their budget recommendation total \$163,000. M/Luther to put the committee's number in the budget, which is to level fund all outside agencies with the exception of Cooperative Ext at \$163,000 and include the new total in the budget. S/Fields. All in favor with the exception of Rep. Hurt (abstained because he was out of the room) and Rep. Howard who was opposed. Majority rules. **Motion passes.** Rep. Flanders reported on the Nursing Home. They reviewed the budget in detail at committee. There are a few items that they are waiting on from Mr. Logue including the medical records software upgrade. The committee would like to know the costs vs the benefits so they can take into consideration. They are also concerned the way Waste Management line item went from \$33,000 to \$44,000. Rep. Dumais suggested this be put out to bid. Lastly there was a capital project at the Nursing home. It was approx. \$26,000 to replace a floor which they felt should be in the Commissioners capital projects and asked Comm. Burchell to look into.

Next steps: Chair Tilton said that the Delegation found some \$700,000 plus in savings tonight and requests that the Commissioners identify a short list for another \$400,000 in reductions in the budget to reach the 2% (or \$1.1 million). Commissioner Burchell said he would ask each

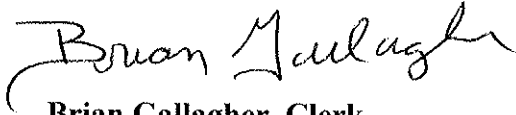
Commissioner to identify his own short list. Rep. Tilton asked if they could have those recommendations for next week.

Public input: There was none.

Adjourn: With no further business to discuss, M/Howard, S/Aldrich to adjourn at 7:35 pm.

Motion passes. Unanimous.

Respectfully submitted,

A handwritten signature in black ink that reads "Brian Gallagher". The signature is written in a cursive style with a large initial "B" and a long, sweeping underline.

Brian Gallagher, Clerk