



**Executive Committee Meeting Minutes**  
**November 2, 2015 at 4:30 pm**

In Attendance: Representatives Flanders, Gallagher, Hurt, Tilton and Vadney.

Absent: Representatives Comtois, and Sylvia.

**Transfer Request Wage Increases:** Commissioner DeVoy stated this transfer request is based on the contract with the Teamsters and the non-union employees voluntarily switching to the site of service insurance. M/Gallagher, S/ Tilton to approve transfer request wages increases in the amount of \$36,410.00 for all departments. Unanimous. **Motion passed.**

**Transfer Request Health Insurance:** Commissioner DeVoy stated that they have worked very hard to switch insurance plans and save money. He stated this is asking for money to be taken out of the contingency line. Rep. Tilton stated that is what that line was intended for. Rep. Gallagher asked if there had been any feedback from employees that have switched insurance plans. County Administrator Shackett stated no complaints or negative feedback had been received. M/ Tilton, S/Flanders to approve transfer request health insurance in the amount of \$83,335.00 for all departments. Unanimous. **Motion passed.**

**Transfer Request #2015.18a:** Commissioner DeVoy stated this transfer is for needed vehicle repairs in the Sheriff's department. M/Flanders, S/Hurt to approve transfer # 2015.18a in the amount of \$6,700.00 for the Sheriff's Department. Unanimous. **Motion passed.**

**Transfer Request # 2015.25:** Commissioner DeVoy stated this transfer is for pre-employment screening at the nursing home. Rep. Hurt asked what type of screening. Commissioner DeVoy stated it is for physicals and drug screening. Rep. Gallagher asked if this will get them through the end of the year. County Administrator Shackett stated she was not confident that it would. The commissioners voted to increase the request to \$3000.00. M/Taylor, S/DeVoy to increase transfer #2015.25 to \$3000.00. Unanimous. **Motion passed.** Rep. Hurt asked why the turnover. Commissioner DeVoy stated they will be revisiting this. Rep. Vadney asked if exit interviews were conducted. Commissioner Taylor stated it is a problem in all nursing homes. M/Gallagher, S/Hurt to approve transfer request #2015.25 in the amount of \$3,000.00 for the nursing home. Unanimous. **Motion passed.**

**Transfer Request #2015.28:** Commissioner DeVoy stated this request is due to vacancies and FMLA's at the jail. M/Hurt, S/Flanders to approve transfer request #2015.28 in the amount of \$15,000.00 for the department of corrections. Unanimous. **Motion passed.**

**Transfer Request #2015.31:** Commissioner DeVoy stated this request is for vacancies in the Sheriff's department and required 24-hour supervision at the hospital. Rep. Tilton commented on how the explanations have improved on the requests. M/Flanders, S/Tilton to approve transfer request #2015.31 in the amount of \$20,000.00 for the Sheriff department. Unanimous. **Motion passed.**

**Transfer Request #2015.33:** Commissioner DeVoy stated this request to cover overtime in the nursing home. M/Flanders, S/Gallagher to approve transfer request #2015.33 in the amount of \$2,500.00 for the nursing home. Unanimous. **Motion passed.**

**Transfer Request #2015.34:** Commissioner DeVoy stated this is for dietary supplements and chemicals and paper goods in the nursing home. Rep. Gallagher stated he was assuming this is being done to cover the end of the year not pre-buy for next year. County Administrator Shackett stated she specifically asked that question and was assured that they were needed this year. Rep. Tilton asked about the money coming from wages OT when they transferred money into it earlier this year. Commissioner DeVoy stated the nursing home administrator had put the previous request in and it was more than needed. M/Flanders, S/Gallagher to approve transfer request #2015.34 in the amount of \$6,400.00 for the nursing home. Unanimous. **Motion passed.**

**Transfer Request #2015.36:** Commissioner DeVoy stated the transfer is for water and sewer. He stated we are now renting out part of the courthouse and using more water and sewer. Rep. Tilton stated he was concerned about the line being taken from having such a large balance in it. He asked why we were not doing any maintenance. Commissioner Taylor stated the Facilities Manager tries to put off major maintenance until the end of the year. M/Hurt, S/Gallagher to approve transfer request #2015.36 in the amount of \$3,700.00 for maintenance. 4-1 Rep. Tilton was opposed. **Motion passed.**

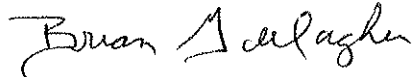
**Minutes 8/24/15:** M/Hurt, S/Tilton to approve the minutes of 8/24/15. Unanimous, Rep. Flanders abstained. **Motion passed.**

**Budget Review:** Rep. Vadney asked if there were any issues to report on the budget. County Administrator Shackett stated the convention travel line might go over. Rep. Gallagher asked where the commissioners were with budget preparation. Commissioner DeVoy stated they met with department heads on Friday but were unable to get through all departments. He stated he is concerned about property liability, workers compensation and unemployment insurance. Commissioner DeVoy stated a RFP will be done for these insurances. Rep. Hurt offered the help of himself and Rep. Flanders. Rep. Gallagher stated a lot of positive has happened already.

**Public Comments:** There were no public comments.

**Adjourn:** M/Tilton, S/Hurt to adjourn the meeting at 5:36 pm. Unanimous. **Motion passed.**

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 stylized "G".

Brian Gallagher

Clerk, Executive Committee