



**Delegation Meeting Minutes**  
**February 21, 2017 at 6:00 pm**

Chair Herb Vadney called the Belknap County Delegation meeting to order at 6:13 pm on the above date at 34 County Drive, Laconia, NH. Representative Comtois led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Comtois, Fields, Fisher, Flanders, Howard, Huot, Lang, Plumer, Silber, Spanos, Sylvia, Vadney and Varney.

Absent: Representative Fraser, Maloney and Tilton.

Rep Vadney asked if there were any comments or concerns about the budget.

Rep Abear stated his observations are that the revenues for the County are flat and the population is not growing. He stated a middle ground needs to be found.

Rep Sylvia stated that they cannot micromanage the County and have talked about trimming down the budget. He stated the tax payers are stretched tight and Belmont is not a wealthy town. Rep Sylvia stated he has spoken before about the heavy side in administration both in the County and Nursing Home.

Rep Silber stated he made a promise to the voters and a pledge to not raise taxes. He stated he didn't think it was his job to micromanage the County.

Rep. Vadney stated the County tax is the smallest on the tax bills.

Commissioner DeVoy stated this budget is bringing the taxes down to that of 2015. He stated someone needs to say that the tax break last year was a one-time deal. Commissioner DeVoy stated a few people have suggested there is a bloated management and he needs to the details. He stated it is not fair to make that statement. He stated we are the lowest taxed County in the State.

Rep Huot stated we need to find other sources of revenue or raise taxes. He stated the new community corrections facility that is being built is designed in the long run to save the money. Rep Huot stated when we, the Delegation, say the budget needs to be cut we need to say from where. He stated because of the use of the fund balance last year taxes didn't go up. Rep Huot stated there is no indication that money has been spent unwisely. Rep Howard stated we are just decreasing the increase in the budget.

Rep Comtois stated one budget has an actual and one does not.

County Administrator Debra Shackett explained the different documents that were included in the packets.

### **2017 Budget-**

**County Convention**-Rep Vadney started with the County Convention budget. He asked if they thought \$12,900.00 was enough. Rep Abear stated he agreed with the increase in legal fees but wished to cut the following: \$500 from meeting fees, and make advertising \$1000.00 and travel \$2,200.00. He stated the bottom line number would be \$12,200.00. M/Abear, S/Lang to have the County Convention budget be \$12,200.00. 14-1 Rep Huot opposed. **Motion passed.**

**County Attorney**-M/Silber, S/Howard to have the bottom line number be \$758,566.00. Rep Lang stated he needed to know which lines the money was being taken from. Rep Silber stated most of the cuts came from full time wages and group insurance. He stated he had a whole list of deductions. County Attorney Melissa Gulbrandsen stated no one had asked her for any input and spoke of the significant effect this cut would have on her department. Rep Fields stated it will be hard for him to decide without hearing from the departments. He stated he wished they had done subcommittees. Rep Vadney stated he disagreed with subcommittees. Rep Howard stated over the last 3 meetings they listened to department heads present their budgets. Rep Abear called roll: Abear-N, Aldrich-N, Comtois-N, Fields-N, Fisher-N, Flanders-N, Howard-N, Huot-N, Lang-N, Plumer-N, Silber-Y, Spanos-N, Sylvia-Y, Vadney-Y and Varney-abstained. 3-11 **Motion failed.**

County Attorney Gulbrandsen stated the numbers being presented are her and County Administrator Shackett's realistic expenses. She stated there are some expenses that she has no control over. Rep Plumer asked about case load and how it has changed. County Attorney Gulbrandsen stated from 2015 to 2016 went up 95 cases. She stated the number of cases from Felonies First has tripled since July 2016. County Attorney Gulbrandsen stated she would get back to the Delegation with the exact numbers. Rep Howard asked for the percentage of minor drug related cases. County Attorney Gulbrandsen stated they do not prosecute minor drug cases.

M/Lang, S/Fisher to approve \$822,248.00 for the County Attorney budget. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-Y, Fields-N, Fisher-Y, Flanders-N, Howard-Y, Huot-N, Lang-Y, Plumer-N, Silber-N, Spanos-N, Sylvia-N, Vadney-Y, and Varney-abstained. 6-8 **Motion failed.**

M/Fields, S/Huot to approve the County Attorney budget as proposed. Rep Lang called roll: Abear-N, Aldrich-N, Comtois-N, Fields-Y, Fisher-N, Flanders-Y, Howard-N, Huot-Y, Lang-N, Plumer-N, Silber-N, Spanos-N, Sylvia-N, Vadney-N, and Varney-abstained. 3-11 **Motion failed.**

Rep Vadney stated they would move on and return to this department.

**County Administration**-M/Abear, S/Howard to approve \$381,452.00 for County Administration. Rep Abear called roll Abear-Y, Aldrich-Y, Comtois-Y, Fields-Y, Fisher-Y, Flanders-Y, Howard-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-Y, Spanos-Y, Sylvia-N, Vadney-Y and Varney-Y. 14-1 **Motion passed.**

**Info. Tech**-Rep Comtois stated she had done some research and received quotes for automating the payroll for the County. She stated it would save money. Rep Huot asked if this would be different from the way payroll is processed currently. Rep Comtois stated yes. Rep Huot asked if it would be a good idea to speak with the employees involved. Commissioner DeVoy stated equipment was purchased last year to upgrade the entire County to the same payroll system. Commissioner Waring spoke of the complicated payroll the County has. Rep Howard asked why software doubled. County Administrator Shackett stated instead of replacing servers we are moving to cloud based for the accounting software. She stated it's a shift from network infrastructure to software maintenance. County Administrator Shackett spoke of the very complicated payroll the County has and the yearlong process to switch to Kronos.

M/Lang, S/Fields to approve \$166,145.00 for Information Technology. Rep Abear called roll: Abear-N, Aldrich-N, Comtois-N, Fields-Y, Fisher-N, Flanders-N, Howard-N, Huot-Y, Lang-Y, Plumer-N, Silber-stepped out of room, Spanos-N, Sylvia-N, Vadney-N and Varney-N. 3-11 **Motion failed.**

M/Lang, S/Comtois to approve \$164,345.00 for Information Technology. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-Y, Fields-Y, Fisher-Y, Flanders-Y, Howard-stepped out of room, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-Y, Sylvia-N, Vadney-Y and Varney-Y. 11-3 **Motion passed.**

**Finance**-Rep Vadney asked why the department budget went up. Commissioner DeVoy stated it was due to the Teamsters contract approval. Rep Howard asked why the sick bonus tripled. County Administrator stated the employees receive a sick bonus as an incentive to not use sick pay. Rep Plumer asked about the \$5,500.00 for professional development. County Administrator Shackett stated it was for 3 days of onsite training on the Munis software and an investment assessment to show how to use the system more efficiently. Rep Varney asked how many employees will attend the training. County Administrator Shackett stated it depends on which modules apply to their jobs.

M/Lang, S/Fields to approve \$276,461.00 for Finance. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-N, Fields-Y, Fisher-Y, Flanders-Y, Howard-N, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-Y, Sylvia-N, Vadney-Y and Varney-N. 9-6 **Motion passed.**

**Deeds**-Registry of Deeds Judy McGrath stated docket counts have increased in 2016 and the travel is to cover trainings that are free. Commissioner DeVoy stated they are asking for less money than 2015 and 2016. Rep Huot stated it sounds like we are cutting for the sake of cutting. Rep Spanos stated looking at the line items he didn't see how the department could operate with the cuts. Rep Plumer asked if this reduction went into effect how revenues would be affected. Registry of Deeds McGrath stated turnaround time would be slower. Rep Lang asked about the increase in equipment and maintenance. Registry of Deeds McGrath stated that is for

microfilming as the page count of documents is increasing. Rep Lang asked about electronic repairs and maintenance. Registry of Deeds McGrath stated that is for the new copier. Rep Plumer asked what the projected revenues are for 2018. Rep Huot stated \$859,500.00.

M/Silber, S/Fisher to approve \$357,636.00 for Registry of Deeds. Rep Abear called roll: Abear-N, Aldrich-N, Comtois-N, Fields-N, Fisher-N, Flanders-N, Howard-N, Huot-N, Lang-N, Plumer-N, Silber-Y, Spanos-N, Sylvia-Y, Vadney-Y and Varney-N. 3-12 **Motion failed.**

M/Lang, S/Howard to approve \$378,330.00 for Registry of Deeds. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-Y, Fields-Y, Fisher-N, Flanders-N, Howard-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-Y, Sylvia-N, Vadney-Y and Varney-Y. 10-5 Motion **passed.**

**Maintenance**-Rep Lang asked why the increase in cleaning. Commissioner DeVoy stated we were unable to keep the part-time position filled so we hired a cleaning company. County Administrator Shackett stated the remaining part-time wages were transferred to cleaning services. Rep Varney asked how the electric decreased. Commissioner DeVoy stated Facilities Manager Dustin Muzzey shopped for the best price. Rep Howard asked why maintenance involved with phones and internet. County Administrator Shackett stated the internet is for the Courthouse. She stated we know the cost and it doesn't fluctuate. Rep Plumer asked if the phone and internet services are being put out to bid. County Administrator Shackett stated we are hoping to switch to fiber for internet services. Rep Comtois asked what the increased cost for the county to switch to Fiber. County Administrator Shackett referred her to page 80 of their budget books. She stated part of the reason to switch is the residents in the nursing home want to stream videos and they were using all our bandwidth. Rep. Silber do we provide streaming services to the inmates. Superintendent Gray stated we do not.

M/Howard, S/Sylvia to approve \$593,143.00 for Maintenance. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-Y, Fields-Y, Fisher-Y, Flanders-Y, Howard-Y, Huot-N, Lang-Y, Plumer-stepped out of room, Silber-Y, Spanos-Y, Sylvia-Y, Vadney-Y and Varney-Y. 12-2 **Motion passed.**

**Contingency Fund**-M/Vadney, S/Lang to approve \$150,00.00 for Contingency Fund. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-Y, Fields-Y, Fisher-Y, Flanders-Y, Howard-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-Y, Sylvia-N, Vadney-Y and Varney-Y. 12-3 **Motion passed.**

**Sheriff**-Rep Lang asked why the increase in special ops. Commissioner DeVoy stated there are some vests that are past their lifetime and they need to be replaced. Sheriff Moyer stated that is actually for 2 radios for the special operations group. He stated the current radios were purchased in 2004. Rep Lang asked about the increase in vehicle maintenance. Commissioner DeVoy stated they had asked for new vehicles but the board denied the purchase and had to increase maintenance for current vehicles. Rep Howard asked how much wear and tear was being put on the vehicles for detail work. Sheriff Moyer stated not much. Rep Lang asked if this includes a new full-time dispatcher. Sheriff Moyer stated it does. Rep Abear stated we are adding one fulltime dispatcher why do we need \$42,000 in overtime. He asked could we drop it down to \$10,000.00. Sheriff Moyer stated that would not cover it. He stated we only have one

dispatcher from 2am-10am every day. Commissioner DeVoy stated this overtime is used to cover vacation or when people are out sick. Sheriff Moyer stated we cover every town except Laconia and Gilford overnight. He stated they cover Northfield and they pay a fee. Rep Silber asked how many dispatcher boards we have. Sheriff Moyer stated 2 ½ and the ½ is in the bathroom. Rep Lang stated his motion is to cut full-time dispatcher and add money to part-time.

M/Lang, S/Plumer to approve \$2,164,328.00 for Sheriff Department. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-N, Fields-N, Fisher-Y, Flanders-N, Howard-N, Huot-N, Lang-Y, Plumer-Y, Silber-N, Spanos-N, Sylvia-N, Vadney-Y and Varney-N. 5-10 Motion **failed**.

M/Spanos, S/Huot to approve \$2,199,973.00 for Sheriff Department. Rep Abear called roll: Abear-N, Aldrich-N, Comtois-N, Fields-Y, Fisher-N, Flanders-Y, Howard-N, Huot-Y, Lang-N, Plumer-N, Silber-N, Spanos-Y, Sylvia-N, Vadney-N and Varney-N. 4-11 Motion **failed**.

Rep Howard stated he would like to remove the outside detail. Commissioner DeVoy stated if you delete the outside detail than you need to delete the revenue associated with it. Rep Howard asked how many people the Sheriff Department brings to the jail which costs us money. Commissioner DeVoy stated if the Sheriff Department doesn't do it than another department will and still bring them to our jail. Rep Plumer asked when the department leases a vehicle does it include maintenance. Sheriff Moyer stated his best guess is yes. Rep Plumer asked if they lease the radios. Sheriff Moyer stated no but could look into it. Rep Silber asked if the deputies have Tasers or body cams. Sheriff Moyer stated yes to Tasers and no to body cams.

M/Spanos, S/Huot to approve \$2,129,328.00 for Sheriff Department. Rep Abear called roll: Abear-N, Aldrich-N, Comtois-Y, Fields-N, Fisher-N, Flanders-N, Howard-Y, Huot-N, Lang-N, Plumer-N, Silber-N, Spanos-N, Sylvia-N, Vadney-Y and Varney-N. 3-12 **Motion failed**.

M/Lang, S/Plumer to approve \$2,163,828.00 for the Sheriff Department. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-N, Fields-Y, Fisher-Y, Flanders-Y, Howard-N, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-N, Sylvia-N, Vadney-Y and Varney-Y. 9-6 **Motion passed**.

**County Attorney**-County Attorney Guldbrandsen handed out case load statistics.

M/Lang, S/Field to approve \$824,269.00 for the County Attorney. Rep Abear called roll: Abear-N, Aldrich-N, Comtois-N, Fields-Y, Fisher-N, Flanders-N, Howard-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-N, Sylvia-N, Vadney-Y and Varney-abstained. 6-8 **Motion failed**.

M/Howard, S/Spanos to approve \$827,000.00 for the County Attorney. Rep Abear called roll: Abear-N, Aldrich-N, Comtois-N, Fields-Y, Fisher-N, Flanders-Y, Howard-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-Y, Sylvia-N, Vadney-Y and Varney-abstained. 8-6 **Motion passed**.

**Corrections**-Commissioner DeVoy stated they are asking for 4 full-time Corrections officers for the new community corrections facility. Rep Howard asked if they would start in September. Superintendent Gray stated they are planning to hire them June 1<sup>st</sup> to get training in. Superintendent Gray stated that there was a staffing survey done and we are 8 to 10 officers short. Rep Vadney asked if there would be any cost savings when the new building opens

between the jail and Restorative Justice. Superintendent Gray stated there would not be. Rep Silber asked what are CORE services and supplies were. Superintendent Gray stated it is the cost of the professionals providing services to the CORE program and the supplies for the CORE program. Rep Lang asked why inmate labor has an increase. Commissioner DeVoy stated the previous Board of Commissioners approved to pay inmates \$3/day to encourage them to work and earn money. Rep Lang asked if it was self-funding. Commissioner DeVoy stated it was. Rep Lang stated his goal is to encourage the Commissioners to get inmates out on the bracelet and get pretrial inmates out. Commissioner DeVoy stated he is really pushing the bracelet. Rep Silber asked if the County has insurance for inmate liabilities. Superintendent Gray stated we are responsible for the medical costs.

M/Lang, S/Spanos to approve \$3,911,269.00 for Department of Corrections. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-N, Fields-Y, Fisher-Y, Flanders-N, Howard-Y, Huot-N, Lang-Y, Plumer-N, Silber-N, Spanos-Y, Sylvia-N, Vadney-Y and Varney-Y. 8-7 **Motion passed.**

M/Huot, S/Fields to amend Rep Lang's motion to \$3,932,593.00. **Motion failed by hand vote.**


M/Lang, S/Flanders to do away with the line item transfer and the Commissioners be allowed to move money within the functional area how they see fit unless they create a new position. Rep Howard stated that he doesn't agree with this because what we have been doing has been good. Rep Huot wanted to point out that the statute authorizes the convention to review the budget and transfers quarterly. Rep Lang stated we need to not micromanage. Commissioner DeVoy stated prior to 2013 that was how it used to operate. He stated it costs roughly \$250 every time there is an Executive Committee meeting. Rep Vadney stated we could always put it back in place. Rep Howard asked if the motion is they can do transfers within a department. Rep Lang stated that was correct. Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-N, Fields-Y, Fisher-N, Flanders-Y, Howard-N, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-N, Sylvia-N, Vadney-Y and Varney-N. 7-8 **Motion failed.**

**Minutes:** M/Howard, S/Spanos to approve minutes of 1/31/17. Unanimous. **Motion passed.**

Rep Howard handed out a draft memorandum of agreement for Gunstock to be reviewed and discussed at the next meeting.

**Adjourn:** M/Huot, S/Lang to adjourn at 10:25pm

Respectfully submitted,



Jamie Ellsworth  
Administrative Assistant