



Delegation Meeting Minutes
December 8, 2017 at 6:00 pm

Chair Vadney called the Belknap County Delegation meeting to order at 6:00 pm on the above date at 34 County Drive, Laconia, NH. Representative Howard led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Comtois (@ 6:22 pm), Fields, Fraser, Howard, Huot, Silber, Spanos, St. Clair, Sylvia (@ 7:25 pm), Vadney and Varney.

Absent: Representative Lang and Plumer.

Commissioner DeVoy reviewed the first few budget presentation slides. Commissioner Waring reviewed the fund balance slides. Rep. Abear stated revenues cannot be projected dead-on. Commissioner Waring stated that was correct. He stated revenues need to be budgeted close to expenses.

Nursing Home Administrator Shelley Richardson reviewed the nursing home slide. She stated currently there are 19 open positions. Nursing Home Administrator Richardson stated in a US News World report for New Hampshire nursing homes ours ranked #5. Rep St. Clair asked if they use staffing agencies. Nursing Home Administrator Richardson stated they have not since March.

Superintendent Keith Gray reviewed the department of corrections slide. He stated with the pilot CORE program only 8 out of 49 participants have returned.

Facilities Manager Dustin Muzzey reviewed facilities maintenance slide. He stated internet services are now being charged to his budget except the nursing home portion. Rep Howard inquired about the ADA request for an audio system. Facilities Manager Muzzey stated there was a request from a hearing impaired citizen that attended some of the 2017 budget meetings and was not able to hear what was being said.

Sheriff Mike Moyer reviewed the sheriff department slide. He stated the dispatch position is very important. Rep Vadney asked what start date was used for the new position. Sheriff Moyer stated May 2018 with all benefits included in the budget. Rep Comtois asked what the cost per year per vehicle is to lease them. Sheriff Moyer stated approximately \$10,000 per vehicle. Rep

Howard asked where the revenues come from in the department. Sheriff Moyer stated they are Sheriff Fees, dispatch, bailiffs, court security and the Town of Northfield.

Register of Deeds Judy McGrath reviewed the registry of deeds slide. Rep Silber asked if the department was still microfilming and digitizing documents. Register of Deeds McGrath stated they were.

County Attorney Andrew Livernois reviewed the county attorney department slide. Rep Silber asked for a schedule of each attorney and their caseload. County Attorney Livernois reviewed his caseload chart. Rep Abear asked how many of the disposed cases plead out verse went to trial. County Attorney Livernois stated about 90% plead out.

Restorative Justice Director Mike MacFadzen reviewed the restorative justice slide. Rep Vadney asked for examples of the typical customer. Restorative Justice Director MacFadzen stated the three types of clients are juvenile, adult and bail monitoring.

County Administrator Debra Shackett reviewed the general admin, IT, human services and outside agencies slides. Rep Vadney asked what we have been doing without the HR Director. County Administrator Shackett stated herself and HR Generalist Deb Laflamme have been doing the work. Rep Comtois asked if the IT services went out to bid. County Administrator Shackett stated they did and two bids were received. There was a discussion on the receivables at the nursing home.

At 7:30pm Rep Vadney asked if there was any public comment.

Lisa Morin, BC Conservation District, provided information packets. She stated they are looking to receive money for the one fulltime staff and NH Gleans. Ms. Morin stated the money they are asking for allows them to leverage grants. Jamie Davis, BC Conservation District, stated he wanted to stress the importance of conservation district. Rep Howard asked who estimates the value. Ms. Morin stated she took the value of volunteer hours, NH Gleans program, Grants, other projects and services. Rep Howard asked if the grants were Federal grants. Ms. Morin stated they were not. Rep Sylvia asked if they receive financial donations. Ms. Morin stated some small ones. Richard Demark, Meredith stated he has been an advisor for 36 years. He stated he has read the papers and appreciate the challenges being faced. Mr. Demark asked that the Delegation think of these supportive agencies as County services. Rep Comtois stated the NH Glean program is a good program and spoke a little bit about FSMA.

Ann Nichols, Genesis, stated they are the mental health agency that has been designated by the State of NH to serve Belknap County and southern Grafton County. She stated they ask for funding for the adult outpatient program for ages 18-59. Rep Spanos asked if they provide

hospice care. Ms. Nichols stated they never have that they are different from Genesis Healthcare.

Kelly McAdam, UNH stated they are asking for \$155,270, due to change in consumer price index. She reviewed the 4 program areas they cover. Ms. McAdam stated food safety modernization act (FSMA) is a major area of work this year. Rep Howard asked if they were getting an increase in financial support from the state. Ms. McAdam stated they have a 2/3rds match from UNH.

Ruth Larson, Alton stated looking at this list of funding request for support agencies is minuscule to the budget. She stated she is on support of all the support agencies.

Commissioner Waring asked if there was a schedule of what will be discussed at the next meeting.

Rep Abear suggested they take the ones with less than 3% increase first. He stated they are: Finance, IT, Registry of Deeds, UNH and Nursing Home. Rep Vadney stated they will be discussed in detail on Monday, but will not vote until all departments have been reviewed.

Rep Abear stated they could review Corrections, Sheriff, Restorative Justice and County Attorney on Wednesday.

Rep Sylvia stated the Commissioners must approve a transfer request and bring to the Executive Committee for meeting fees.

M/Taylor, S/Waring to transfer \$5,000 from contingency to cover meeting fees. Unanimous.
Motion passed.

Adjourn: M/Huot S/Comtois to adjourn at 8:15pm.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant

