

## Meeting Minutes for the Executive Committee – December 27, 2018

The meeting was called to order at 9 a.m. by Rep. Sylvia - in attendance: Rep. Sylvia, Rep. Lang, Rep. Comtois, Rep. Aldrich, Rep. Howard, Rep. Huot, and Rep. Spanos

The first order of business was to elect officers.

Rep. Comtois nominated Rep. Howard for Chair 2<sup>nd</sup> by Rep. Aldrich

Rep. Spanos nominated Rep. Lang for Chair 2<sup>nd</sup> by Rep. Huot

The vote was:

Rep. Howard received 4 votes – Rep. Aldrich, Rep. Comtois, Rep. Howard, Rep. Sylvia

Rep Lang received 3 votes – Rep. Huot, Rep. Lang, Rep. Spanos

Rep. Howard became chair

Rep. Aldrich was nominated by Rep. Sylvia to become Vice Chair, 2<sup>nd</sup> by Rep. Comtois

No other nominations – Rep. Aldrich received all 7 votes and became Vice Chair

Rep. Spanos nominated Rep. Comtois for Clerk, 2<sup>nd</sup> by Rep. Huot

No other nominations – Rep. Comtois received all 7 votes and became clerk

Rep. Huot requested information about the process of approving the budget – he said that Rep. St. Claire expressed concerns about the process and he agrees that the Executive Committee go through all the lines. – He is concerned that other reps will not have a chance to express themselves.

Rep. Sylvia – the meetings are open to the public – they can also watch on video – and heads of dept are accessible to any member of the delegation – heads should be available at full delegation meetings for questions

Rep. Spanos – I think it is generally a good idea that more experienced reps review the budget, but it is crucial that newer members become a part of the process – what depts should be level funded/which can be cut

Rep Huot – concerned about the aggressive schedule – not all members have as much time as others –

Rep Comtois – expressed thoughts

Rep Lang – great for diving into details

Proposes – cost centers – provide summary packet to members – up/downs for each department

Decent summary of where we started/where we ended up and gives them insight into how we got to where we are

Philosophy and votes –

Rep Huot – bugging him for years – are our other job – the requirements of the county budget process – Commissioners must have it ready by Dec. 1 and public hearing must be heard w/in 15 days – believes the way we do it in Concord is better

Rep Howard – please pass out info

**Register of Deeds 9:27 a.m. – Judy McGrath**

9:30 a.m. Commissioner Waring arrived

Rep. Spanos – deeds consistently strong earner – expenses are usually flat sometimes higher/lower but always reasonable

Rep Howard – file data restoration –

Rep Sylvia – how old are these – 1800's

Is there any other companies that do this - restore books

Rep. Lang – Commissioners want 40K – what is urgency – Judy we could phase in over a period of time she would like to do 2 books a year –

**Rep. Comtois motion to change line item #53422 File/Data Restoration to 16K 2<sup>nd</sup> Lang – open for discussion – Rep. Sylvia – considering that these are 1800's – 10 year plan vs Rep. Lang 5 year plan**

**Motion to add 6K to line item #53422 – to 16K – unanimous vote –**

Rep. Comtois – PT wages -decrease by 6K Rep. Sylvia came up w/10K –

Rep. Lang – he looks at historical average about 10K –

**Rep. Sylvia motion to reduce line item #51200 Part-time wages to 10K Lang 2<sup>nd</sup>**

**Reduce line item from 18200 to 10k #51200 – unanimous – motion passes**

**Rep. Sylvia motion to reduce line item #51400 Wages Overtime to \$100 2<sup>nd</sup> by Rep. Lang – unanimous**

***Rep. Sylvia – change line item # 51510 Sick time Incentive to \$500 from \$1175 – 2<sup>nd</sup> Rep. Lang***

***Rep. Howard – sick time incentive – Judy – one staff member was out – used up all her sick time –***

***Rep. Sylvia – removed motion and new motion I sick time to be tabled in all departments until actuals come out in 2 weeks – unanimous***

**Rep. Comtois motion to reduce payroll tax line Item # 52200 to \$12,862 - Rep. Lang 2<sup>nd</sup> - unanimous motion passes**

Travel – Rep. Sylvia – Judy was not able to attend symposium in 2018 but it is important for her to attend in 2019

Office Supplies - Rep Sylvia - \$900 – running around \$700 w/exception of 2015 – pays for kit machine – 24x36 bond paper – can we get by on \$700

**Rep. Sylvia motion to reduce line item # 56200 – Office supplies to \$700 - 2<sup>nd</sup> Aldrich**

Rep Huot – object to nickel and dime the expenses – continuously haggle over small amounts – remember when budget is created back in the summer of the previous year – based on amounts that have not been spent – Rep Howard – we are going to look at each line item – want to achieve balance – Rep Lang – he is looking at what they need to run the office and not the tax rate

All the nickel and dimes come out of the taxpayer pockets – all the excess goes to unfunded balance – and every nickel and dime does not matter – Rep Huot if a dept is operating in an efficient manner – they were right/we were wrong – it’s about being run efficiently – shouldn’t worry about \$50 or \$100 here and there – Rep Spanos – there will be dept’s where real money can be saved – but this is not the department – Rep. Sylvia – reducing will still allow them to run department efficiently

**Rep. Sylvia reduce #56200 by \$200 – to \$700 4-3 vote – Rep. Aldrich, Rep. Comtois, Rep. Howard, Rep. Sylvia voting in favor of the motion – Rep. Huot, Rep. Lang, Rep. Spanos voting against the motion**

Final Budget for Register of Deed - \$395,715.00

**Delegation – 10:20 a.m.**

**– Rep. Sylvia motion to reduce line item # 5300 – Delegation Meetings by 1K to 4K 2<sup>nd</sup> by Comtois**

Rep. Lang – odd number of years seem to be higher and even number of years- Rep Spanos – did we run into a shortage last year – 2017 we ran into a shortage –

**All in favor – line item #53000 4 to 3 vote – reducing to 4K – motion passes - Rep. Aldrich, Rep. Comtois, Rep. Howard, Rep. Sylvia voting in favor of the motion – Rep. Huot, Rep. Lang, Rep. Spanos voting against the motion**

Rep Howard – Rep Huot – legal line would like to put money into it – gives the delegation the ability to have legal council

**Rep Howard – motion to add \$1k to line item # 53200 – Legal Services - 2<sup>nd</sup> Rep Huot –**

Rep. Lang would like to revisit what is was spent on – before we decide on actual \$\$ figure – Commissioner Devoy is not into suing and doesn’t like to spend money on lawyers – Commissioner Waring– delegation does not have the ability to expend money out of any line item –

Rep. Lang – still thinks we should

Rep. Comtois – transparency by leaving legal line in under county convention for transparency – Rep. Huot statue what county commissioners can and cannot spend money for – what happens to someone by spending money out of the fund that was not appropriated –

Ms. Shackett – utmost importance – that they believe everything is classified correctly

**Line item #53200 to \$1000 – 4 to 3 vote – motion passes –Rep. Huot, Rep. Spanos, Rep. Howard, Rep. Comtois voting for the motions Rep. Aldrich, Rep. Lang, Rep. Sylvia voting against the motion**

**Rep. Sylvia motion to change line item # 56105 meeting notices to \$900 - Rep. Lang 2<sup>nd</sup> – unanimous – motion passes**

**Rep. Sylvia motion to change line item # 56130 travel to \$2000 - 2<sup>nd</sup> Rep. Lang – unanimous – motion passes**

Rep Huot – leaving 10:42 am.

#### **County Admin – 10:50 a.m.**

Rep Sylvia –remove \$10,000 from line item #33100 grant money and remove matching expense item #52280 Employee Recognition

**Rep. Sylvia motion to remove \$10k from Line item #33100 – Grant revenue line – 2<sup>nd</sup> Rep. Comtois**

Commissioner Waring – would it be better to receive or not receive monies – or should we move that 10k to contingency

Rep Sylvia separate the county from the IDN – integrated delivery network – return grant money to IDN – Commissioner Devoy – if we left grant income there – Rep. Lang we can accept under unanticipated – Rep. Sylvia important to understand we are giving away 1.2 million and getting back 10k – he opposes whole scheme – is jail receiving IDN money – Commissioner Devoy it would be for aftercare

**Unanimous vote – motion passes**

**Rep Sylvia motion to remove Human Resource Director from Admin budget total cost for 8 mos \$83,546.39 – 2<sup>nd</sup> by Comtois –**

Commissioner Waring – hears and understands the arguments has been recommended by the commissioners for the last 3 years – if you look at it in a corporate world – that does not have a full HR staff – the admin staff is running lean – we are one major compliance issue

**Unanimous vote – motion passes**

**Rep Sylvia motion to reduce line item # 51400 – overtime wages to 1K from 2k – 2<sup>nd</sup> Aldrich –**

**Vote 3-3 motion fails Rep. Sylvia, Rep. Comtois, Rep. Aldrich – Rep. Howard, Rep. Spanos, Rep. Lang**

Table sick time incentive

**Rep Sylvia makes a motion to change line item # 52280 employee recognition to 1,200 from 12,200 2<sup>nd</sup> Rep. Howard**

**Rep Sylvia –makes a motion to table audit amount until we hear from auditors – it is the Executive Committee’s position to oversee audits**

**Table audit 2<sup>nd</sup> Rep. Aldrich – unanimous – RSA28:14 – motion passes**

***Legal Services – Rep Sylvia – motion to reduce line item #53200 legal service to 5K – 2<sup>nd</sup> Rep. Aldrich***

extreme amounts of money spent on legal fees were absolutely unnecessary prior to middle of last June we had bills from the attorney that were not detailed and could’ve/should’ve been challenged – need to limit to reasonable and ordinary Commissioner Devoy as a commissioner they need to be revised –

Rep. Lang could support \$15k not \$5k – Ms. Shackett – 23K is on borrowing costs –

**Rep. Sylvia – amends his motion to 12k - 2<sup>nd</sup> Aldrich**

Rep. Lang will support 20k, Rep. Sylvia commissioners have abused legal line – before current commissioners were in office – commissioners lost – law firm in Exeter – abuse is not new – believes that they have spent money inappropriately using taxpayer monies – supplemental appropriations that are not necessary or to the benefit of the county – he opposes it

Rep. Spanos – has worked with many attorney’s – cannot support motion

**Rep. Lang amend to 20k 2<sup>nd</sup> Spanos – 20% reduction - in reality we are only allotting 5k for legal outside of bond council –**

Ms. Shackett – no HR director – with unions – personnel problems – for making any missteps –

**Rep Sylvia amends his motion to 20k 2<sup>nd</sup> Aldrich – unanimous – motion passes**

**Rep. Lang’s motion was ruled out of order**

Dues & Subscriptions – Rep. Sylvia – municipal association is falling apart – and there are 18 reps in Concord to help with county business –

Ms. Shackett – please leave ICM intact – not as much value in municipal association – value is acting as a clearing house

Commissioner Waring very dissatisfied with the municipal association – cost 10k and will only pay if they receive value – the biggest obstacle – certifying correction officers – may become a collective bargaining discussion with union –

Rep Howard – so many dues –

Rep Aldrich –

Ms. Shackett – appointed to board of NHMA and NAACO – prescription drug program –

**Rep Sylvia makes a motion to reduce line item #55600 Dues & Subscriptions by \$3,950.00 – 2<sup>nd</sup> Rep Aldrich**

Rep. Howard wanted to know if Rep. Sylvia if he would amend his motion

Rep Spanos – wants to avoid legal skirmish

**Motion fails – 3 to 3 Rep. Spanos, Rep. Lang, Rep. Hoard voting against – Rep. Sylvia, Rep. Aldrich, Rep. Comtois – in favor**

**Rep. Lang moves to level fund line item #55600 Dues & Subscriptions 2<sup>nd</sup> Spanos**

**3 to 2 - \$6800 – motion passes Rep. Spanos, Rep. Lang, Rep. Comtois voted in favor – Rep. Howard, Rep. Aldrich voted against – Rep. Sylvia abstained**

**Rep Sylvia motion to reduce line item #56110 Professional Development to \$1,000 – 2<sup>nd</sup> Rep Aldrich**

Ms. Shackett not able to attend conference – has been doing that for the last 4 years – Primex – insurance conference very valuable – Association of Counties – Belknap county is supposed to host this year – NAACO – very valuable 4 of them just graduated from it – all online 12 weeks of webinars – very time consuming –

Rep Spanos – as in all professions – conferences are valuable – Rep Lang expanding on this –

**3 to 3 motion fails – Rep. Spanos, Rep. Lang, Rep. Aldrich voting against – Rep. Sylvia, Rep. Howard, Rep. Comtois – in favor**

**Rep Sylvia makes a motion to reduce item # 56130 travel to \$500 - 2<sup>nd</sup> Aldrich**

**unanimous – motion passes**

**HHS – 12:20 pm –**

calculated a 5% increase into nursing home care

**Rep. Sylvia motion to change line item # 53500 to \$6,720,000 - 2<sup>nd</sup> Rep. Aldrich**

**Motion fails – 2 to 4 = Rep. Sylvia, Rep. Comtois voting in favor of – Rep. Aldrich, Rep Howard, Rep Lang, Rep. Spanos against**

**IDN – Rep. Sylvia makes a motion to reduce line item # 53560 IDN to \$0.00- Aldrich 2<sup>nd</sup>**

Rep. Howard what would happen if we did not get pro-share money – Ms. Shackett money wouldn't be spent – if it doesn't come in we will be in trouble on the revenue side –Rep. Spanos – as the chair spells out – he would be inclined to leave funds in line item.

**Motion passes 4 to 2 Rep. Sylvia, Rep. Aldrich, Rep. Howard, Rep Comtois voting in favor of – Rep. Spanos, Rep. Lang voting against**

Debt Service – borrowed 7.8 million – interest is variable – came to an average interest rate of 3.55% - flexible interest rate – with higher interest rate on front end – discount on loan of 7.8 million of \$373,100 to reduce amount of loan to \$7,426,900

**Rep. Comtois motion to reduce contingency to 75K - Sylvia 2<sup>nd</sup> – reduce to 75K**

**Vote 4 to 2 2 Rep. Sylvia, Rep. Aldrich, Rep. Howard, Rep Comtois voting in favor of – Rep. Spanos, Rep. Lang voting against – Motion passes**

**Motion to adjourn – Comtois 1<sup>st</sup> – 2<sup>nd</sup> Aldrich**

unanimous