

“DRAFT”

Carroll County Delegation Minutes

February 9, 2009 - 9:03 A.M.

County Administration Building

Present: Reps. Ahlgren, Bridgham, Bucu, Butler, Fleck, Knox, McConkey, Patten, Roberts,

Umberger, Wiley; Commissioners Sorenson, Solomon and Albee;

(absent: Rep. Chandler, Rep. Scala and Rep. Stevens)

Chair Rep. Patten opened the meeting of the Carroll County Delegation at 9:03 a.m.

2009 proposed Budget review continued.

Rep. Patten opens the floor for public input. No public input.

The Transit Group budget presentation has been scheduled for March 2, 2009.

BUDGET PRESENTATIONS:

Mountain View Nursing Home: Rep. Fleck presented the 2009 Budget. Rep. Fleck, as Chairman of the Delegation Sub-Committee for the Nursing Home, advised that several meetings were held recently with Sandra McKenzie, the interim Administrator for Mountain View. These meetings resulted in a “decreased” adjustment to the proposed Commissioners’ 2009 Budget projected increase of 8.32% to 4.11%. The 2009 proposed Revenue showed a projected increase of 5.79% over the 2008 Revenue. Sandra McKenzie advised that the revenue increase will be actualized by increasing the number of beds from 97 to 100. Rep. Patten confirmed the proposed Revenue Budget Acct. # 300.5000.01 will increase to \$4,916,000.00. Acct. # 300.5140.023 - Agency Staff has been set at \$1.00 and will be monitored for 2009. The amount has been moved to Acct. #300.5140.005 – Overtime. In the event an agency is used, it will be applied to the Agency Staff Account Line as an expenditure. Rep. Ahlgren stated that he would like the nursing home administration to provide the Delegation with an actual calculated number that the Carroll County tax payers are contributing to the nursing home. Rep. Ahlgren advised that according to his calculations - the amount contributed by the Carroll County taxpayers budgeted for 2009 has increased only an additional \$823.00 from the proposed 2008 Budget. Rep. Patten stated the actual dollar amount should be available at the next delegation meeting scheduled for March 2, 2009.

The Expenditure Budget 2009 adjustments by the Delegation Sub-Committee were proposed as follows:

Nursing Home Administration:	\$ 1,009,126.00
Nursing Home Dietary Dept.:	\$ 1,547,445.00
Nursing Dept.:	\$ 5,712,844.00
Plant Operations:	\$ 579,895.00

Laundry Department:	\$ 119,339.00
Housekeeping Department:	\$ 486,832.00
Physicians & Pharmacy:	\$ 88,450.00
Physical Therapy Dept.:	\$ 271,907.00
Recreational Therapy Dept.:	\$ 429,852.00
Social Services Dept.:	\$ 137,444.00
Special Services Dept.:	\$ 156,400.00

TOTAL PROPOSED ADJUSTED 2009 BUDGET: \$ 10,539,534.00

Child Advocacy Center: Rep. Knox, as Chairman of the Delegation Subcommittee for County Attorney/Child Advocacy presented a brief overview of the Center and the 2009 proposed Budget. Kathy Giebutowski, Board President, introduced staff and some of the board members of the Child Advocacy Center. Elizabeth Kelley, Coordinator for Carroll County Child Protection, spoke to the Delegation about how the Child Protection Team conducts investigative interviews. Carroll County received 62 alleged sexual abuse case referrals in 2008. Diane Bartlett, M.Ed., LCMHC, presented a clinical report of how the Child Advocacy Center can decrease the impact of childhood sexual abuse. On behalf of the County's law enforcement staff and investigators who utilize the services of the Advocacy Center on a regular basis, Chief Scott Kinmond, Moultonborough Police Department, stressed the importance of the Advocacy Center to the community. The Carroll County Commissioners' have proposed a budget of **\$40,000.00** for 2009 funding. The Advocacy Center has a total 2009 Net Income projected deficit of \$(51,800.00). The Advocacy Center hopes to raise a projected \$67,000.00 in charitable funds for 2009 to meet their projected budget.

Victim/Witness Assistance Program: Rep. Knox introduced Victim/Witness Advocate, Melissa Smith to the Delegation. Ms. Smith gave a brief presentation of the Victim Assistance Program and the services the program offers. Acct. # 4111.007: Salary-Secretary, is proposed to increase to \$38,040.00 for 2009. Grant Funding for 2009 is \$25,000.00. Rep. Ahlgren advised that the total proposed 2009 Budget has been amended to **\$90,995.00** representing a 5% increase over the 2008 budget.

County Attorney: Rep. Knox gave a brief explanation relating to the increases in salaries for the Carroll County Office of The County Attorney. Robin J. Gordon, Carroll County Attorney, gave an overview of the duties associated with the County Attorney's office and presented the 2009 proposed budget. Acct. # 100.4110.012 – Medical Insurance 2009 Budget request has increased to \$41,236.00. Acct. # 100.4110.027 – Autopsy Expense has been moved to Acct. # 100-4150. The Office of the County Attorney has made a total 2009 Budget Request for **\$401,242.18**.

Sheriff's Dept.: Rep. Ahlgren as Chair of the Sheriff/Dispatch Subcommittee, presented the 2009 proposed Budget. The Sheriff's Dept. met with the Subcommittee on two separate occasions. Increases to the Sheriff and Dispatch 2009 proposed budgets were cut from an 8% increase to approximately less than

4%. Rep. Ahlgren and the Sheriff/Dispatch Subcommittee studied the County's Court Bailiffs' current wage rate(s) at length. The Subcommittee recommended reducing the Commissioners' proposed 2009 Court Bailiffs' Acct. # 100.4140.011 to \$146,965.00. Special Deputy Acct. #100.4140.008 has been reduced from \$147,385.00 to \$47,500.00 for 2009 due. This reduction is based on moving a portion of those monies to the Court Bailiffs' Acct. # 100.4140.011. Rep. Ahlgren advised that the 2009 "Salary" Account Lines are proposed increases as per contract(s) with the union. There was no increase in "budgeted" overtime hours with the Sheriff's Department. No new positions have been added for 2009. Commissioners' proposed 2009 budget for Acct. # 100.4140.073 – Vehicle Expense, has been reduced significantly to \$68,377.00 based on a reduced rate contract with the State for fuel. The total 2009 revised Subcommittee Budget recommendation was reduced to **\$1,685,375.00**. Rep. Ahlgren further advised that this revised figure represents a 3.95% increase over the 2008 adopted budget. The 3.95% increase includes additional monies appropriated for the Court Bailiffs.

Dispatch Center: Rep. Ahlgren presented the 2009 proposed Budget for the Dispatch Center. The major line item increases for 2009 relate to salary increases based on contract negotiations. The Sub-Committee recommends reducing the Commissioners' proposed dollar amount - Acct. # 100.4142.068 – Telephone Expense to \$18,762.00. This reduction was based on Sheriff Hebert's negotiations with the current Dictaphone company to extend the lease an additional six months on the current Dictaphone system. Capt. Hebert advised that the current Dictaphone system is "antiquated" and will need to be replaced in the near future. Capt. Hebert suggested that the Delegation consider placing an amount of \$8,000.00 in the Capital Reserve Account for the Sheriff's Department (Dispatch Center) for future anticipated technology expenses. The Sheriff's Dept. advised that a corrected amount of \$5,610.00 should be applied to the proposed 2009 Uniform Expense - Acct. # 100.4142.052. Rep. Ahlgren advised that a portion of this amount is devoted to training. Rep. Patten suggested the portion that reflects "training" should be moved to the Education & Conferences Account. Rep. Ahlgren proposed to reduce the 2009 budget for Education & Conferences Acct. # 100.4142.017 to a level funded \$4,000.00. Rep. Butler asked for further clarification if this amount goes above \$4,000.00. Rep. Bridgham recommends reducing Acct. # 100.4142.004 – Salary/Personal Days to 2/3 of the Commissioners' proposed 2009 figure of \$21,775.00. He has based this on the fact that there will not be a 100% payout of the \$21,775.00 due to significant turnover in that department. Rep. Ahlgren stated that in his opinion this number could possibly be reduced by \$6,000.00. Overtime - Acct. # 100.4142.005 has been proposed at \$25,714.00. Rep. Ahlgren advised that this figure for overtime is necessary in the event of a catastrophic disaster. The total 2009 Budget proposal was revised to **\$ 742,161.00 which reflects a 3.27% increase over the 2008 Budget**. If \$8,000.00 is approved to be placed in the Capital Reserve Account for the Sheriff's Department, the 2009 proposed Budget would reflect approximately a

3.8% increase.

Registry of Deeds: As Chair of the Delegation Subcommittee for the Carroll County Registry of Deeds, Rep. McConkey discussed meeting at length with Register, Ann P. Aiton. Rep. McConkey advised the Carroll County Registry of Deeds returns revenues in excess of \$200,000.00 approximately per year to the County. Rep. McConkey and Ann P. Aiton presented the 2009 proposed Budget for the Registry of Deeds. The Subcommittee is recommending that Acct. # 4120.05 – Overtime/Part Time Wages, be reduced to \$1.00. An overall increase in Acct. #'s 4120.09 – 4120.018 is reflected by an appropriate hourly increase for employees on the present staff of the Registry. Acct. # 4120.24 – Document Scanning & Storage is proposed at \$20,944.00 for 2009. The Subcommittee recognized and commended the proposed 2009 reduction to Acct. # 4120.35 – Volume Covers and Paper from 2008 to \$6,405.00. This reduction was based on the Registry's change to use "double-sided" documents versus "single-sided" documents and storage. This process results in doubling the amount of documents stored in the same space. The Subcommittee recommended reducing Acct. # 4120.35 to \$4,405.00. It was further recommended that the Acct. # 4120.38 – Postage, be reduced to \$7,500.00. Register Aiton expressed her concerns about this reduction. A reduction to \$2,500.00 is also recommended by the Subcommittee to Acct. # 4120.70 – Travel Expense based on the "downward" trend of gasoline prices. Ms. Aiton asked Chair Rep. Patten to ask the Subcommittee to re-review. The Subcommittee recommended increasing Acct. # 4120.97 – New Equipment an additional \$960.00 for a total of \$40,494.00 to cover the cost of the internet connection. The Subcommittee's total 2009 projected Budget for the Registry of Deeds per its recommended reductions is **\$495,812.00**. Rep. McConkey advised the Delegation the forecasted Registry of Deeds Income – Acct. # 100.4020 - Revenue for 2009 should be reduced to **\$760,200.00**. Rep. Patten conducted a brief discussion relating to what line item the Commissioners would propose taking the \$6,000.00 out of. Register Aiton proposed to the Delegation that an additional line item for operating expenses be added to the Registry of Deeds Account. Ms. Aiton read the legislation to the Delegation RSA# 478:17g – relating to the appropriate use of operating expense monies for the purchase, rental or repair of equipment. Rep. Bridgham asked that a discussion relating to "surcharge monies" be addressed at the next meeting. Chair Rep. Patten stated the specifics for separation will be explored at the next meeting.

Rep. Buco distributed House Bill #3 "Held Harmless" materials relating to nursing home(s).

MOTION: Rep. Fleck made a motion to adjourn, seconded by Rep. Bridgham.

All in favor, motion carried.

Meeting adjourned at 12:42 p.m.

Respectfully submitted,