

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, January 8, 2010 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Hunt; Johnson; Lerandeau; Mitchell, Richardson; Commissioners Pratt, Rogers and Zerba; NH Administrator Kindopp; ALF Administrator Miffik; Finance Director Trombly; Superintendent Van Wickler

Vice Chairman Hunt opened the Executive Committee meeting at 9 AM.

Nursing Home

Nursing Home Administrator Kindopp was present for the MNH budget review. Questions were asked regarding the Bed Tax. Finance Director explained that this was based on a tax of 5.5% for all nursing home revenues that all nursing homes throughout the State have to pay. These funds are then matched with Federal dollars and redistributed back to the nursing homes based on the number of Medicaid days.

A question was raised as to the expenses budget for prescriptions for Skilled Residents. Administrator Kindopp explained that we are responsible for the initial expense and that all billing is done to Medicare.

ALF

Maria Miffik, ALF Administrator was present for the ALF review. A question was raised as to the decrease in meals. Director Trombly explained that in the past budget an FTE from the MNH dietary was being allocated to ALF through the meal cost due to the percentage of time utilized for ALF meals. In 2010, a new process for meals has been instituted that eliminated the use of this FTE for use by ALF, thus reducing the meal cost significantly.

A question was raised regarding the telephone line for ALF. Although not a significant budget line, it does appear that based on history this line could be reduced. Director Trombly will look into this.

DOC

Rick explained that we are still in contract negotiations with the Marshall's Service for a per diem rate. He explained that there have been some changes at the Federal level that will place the Federal Inmates to facilities that can provide the transportation services that are no longer being funded at the Federal Level and are expected to be taken care of at the facilities that house them.

Rick explained that they will seek other markets such as Vermont/housing Women prisoners. Tim explained that the budget they are currently reviewing includes 15 Federal Prisoners in the 2010 budget. Jack Pratt indicated that he is completely devoted to getting as many as possible paying inmates into that jail. Tim noted that he and Roger support that as well.

There being no further business, at 12:00 PM, the meeting was suspended to meet on January 15 at 9 AM.

Minutes approved on Jan. 22

Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, January 15, 2010 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Hunt; Johnson; Lerandean; Mitchell, Richardson; Commissioners Pratt, Rogers and Zerba; Finance Director Trombly

Chairman Lerandean opened the Executive Committee meeting at 9 AM. Administrator Wozmak advised the committee that the IRS mileage rate has dropped to .50/mile.

Commissioners

There were questions regarding the outside service line dropping. Administrator Wozmak explained that the \$6k for restoration of drawings has been removed. This will continue to be requested in future years but it always seems to be pulled out at this level as timing is not right.

There was a reduction in dues for SWRP as they are \$2,500 and not \$7500. Rep. Hunt does not support this budget as he feels it is double dipping. Administrator Wozmak explained that they are going to produce a study for us to answer the question from towns as to what do they get out of county government. Rep. Hunt still feels that this is the job of the delegation to market County Government and that we should not be paying SWRP for this. Wozmak stated that he did not think that the approach of relying on the delegation was working very well.

Administrator Wozmak spoke of the Public Health Dept, that there is a grant being sought and these expenses will occur only with the successful receipt of the grant funds. Rep. Hunt asked how long the grant will last, Administrator Wozmak indicated it would be two years. Rep. Hunt asked if anyone hired with these grant funds will know that they will be out of a job after grant goes away. Administrator Wozmak indicated they would, however the goal would be to get another grant. Wozmak also explained that as to all these grant funds, the county retains approximately 10% to cover administrative expenses. He explained that as to the Public Health grants related to the H1N1 program, there is a total of nearly \$265,000. The county has so far retained about \$12,000 in admin fees. His goal is to secure sufficient grant funds to cover the cost of one FTE in Finance.

Finance

Director Trombly spoke regarding the telephone line that has increased due to a switch with the system we pay to access the Medicare system. We switched from a dial up access to DSL access. This is a service that costs approximately \$90 a month.

Rep. Hunt asked what is in the budget for Employee increases. Director Trombly indicated a .50% COLA 1.5% longevity and .50% is achievement award, which will be awarded at the discretion of the Commissioners.

Treasurer

Director Trombly spoke on the interest expense and income figures may be reduced prior to the executive committee finalizing their budget as borrowing rates have come down.

Computer Operations

Administrator Wozmak indicated that this budget does not include the first year payment on new computers or servers for the new jail. The first year will be paid out of FFE in the Bond. Subsequent operation budgets will include the final year lease payments.

Doug Scribner went over the maintenance contracts and increases in the contracts from prior years.

Human Resources

Administrator Wozmak and Wendy Hurley spoke about the new position that is being requested in the 2010 budget for HR. Rep. Hunt wants to see a job description to make certain that this new position is not doing the same thing that the LNA mentoring program is already doing. He supports the concept but wonders if it is the nature of the beast for the Nursing Home profession. Administrator Wozmak indicated that this would be a test position in 2010 to see if it has an impact on turnover. The goal would be to provide a higher level of entry support for employees generally in an effort to reduce turnover. If the statistics were not supportive of continuing the position, Wozmak said he would be fine with eliminating it in future years but that he thought it was worthy of examination, particularly if stimulus funds (and not tax dollars) could be used. He suggests using ARRA funds to offset the 2010 funding of this position.

Director Trombly spoke on the increase in the Health Insurance line. Last year we used \$200k in surplus from last year. Claim projections are up 13% and the number of covered employees are up both because more existing employees are taking benefits and due to the increase in new employees related to the new jail.

Alternative sentencing

Mike Potter reviewed the increase in the outside service budget. Increased are directly related to a significant increase in the caseload numbers. There are dramatic spikes in services provided by alternative sentencing and there may be a connection to the economic conditions and the state cut backs in funding to the local mental health agency, MFS.

Deeds

Evelyn Hubal stated that we need to add \$275 for dues fees. Misunderstanding @ Commissioners review that all Dues could go. Evelyn spoke on the elimination of 2 positions. This was done based on the decline in recordings.

Facilities

Barry King spoke on his efforts to get reduced Electrical Rates. Several wholesale electric opportunities are being explored although not all are long-term bargains nor are there any guarantees of savings.

Barry presented facilities priorities: 1. Dump Truck, Rep Hunt would like to see us look into leasing; 2. Insulation of Boiler doors would cost \$6,000 not \$14,000, add a shed for \$1,500; 3. Nursing Call system, add \$48,000; 4. Add \$3,000 for a standpipe as requested by the Fire Chief, this is a safety issue; 5. Tamper Switch – add \$10,000; 6. Resealing pavement, Rep. Hunt wants Barry to rethink this as he feels that it is a worthless process. Barry will bring this back; 7. Mower needs to be replaced; 8. Replace the ATV, it is 9 years old, very high miles is used to go to the well/river; 9. Probe for WWTP, Add \$2,800. Cut list: remove grease trap \$35,000; \$1,800 ladder w/cage; \$25,000 transfer switches; \$7,000 Condensation pump; \$40,000 compressor for AC 1st floor. Administrator Wozmak brought up the Plow Truck at the Jail and to eliminate \$30,000 for the Jail Plow truck. We will go through first year to see the need for a plow truck. May be able to give Jail old plow truck

Farm

Due to the number of Exec Comm members remaining, there is a possibility that Dave will be requested to return.

There was a question on the Farm Committee vote. Use of inmate labor when jail is moved was discussed. This is still not answered and will not be answered until after the jail moves. Administrator Wozmak read updated the committee on the Farm Committee's work and read them excerpts of the minutes.

Dave talked about the setting up to sell raw milk. Administrator Wozmak indicated that funds would need to be added if we sell raw milk. Rep. Hunt feels that the farm is going to extend past March if we go through preserving the land for conservation and if we can make money from raw milk, we should go forward with that.

Dave indicated that there is another staff in the 2010 budget to replace inmate labor

Meeting recessed to meet on Jan. 22 at 9 AM.

Minutes approved by phone on Feb. 22

Barbara Richardson/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, January 22, 2010 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Eaton; Emerson; Hunt; Leraudeau; Mitchell, Richardson; Sad; Weber; Commissioners Pratt, Rogers and Zerba; Finance Director Trombly

Chairman Leraudeau opened the Executive Committee meeting at 9 AM.

Sheriff

Sheriff Foote presented his budget. The major item is the request for a new deputy to replace the deputy that was advanced to supervisor last year. Need has increased due to additional deputy needs with Free State Activities. There is an additional need for assistance at the nursing home. The other position requested is another Dispatcher. Rep. Eaton asked about the on-call pay, Sheriff explained that he is covering another deputy on call for 2010.

Rep. Weber asked about the continuing ed line. The Sheriff explained that it was cut in 2009 and that he is asking for these funds to be reinstated. Rep. Weber indicated that based on 10 month figures he spent above the cut anyhow. Sheriff indicated that he needed these funds and handled the overage by holding back in other areas. Rep. Weber asked what other areas and could those be reduced if he needed to add these funds back.

There was a question regarding the increase on the equipment line. Sheriff indicated they are requesting cameras to protect themselves against the Free Staters as this will give proof of what really happened when they try to claim something else.

There were questions regarding the Capital Requests and which ones were offset by grants. Half of Vests, \$5,000 toward Cameras, all of Mobile Command Center.

County Attorney Budget

Peter Heed was not available to attend the meeting. The attorney's budget almost the same with some reductions, specifically Expert Witness from \$10k to \$2k. These funds were budgeted in past to address a law that could retry a sex offender once released from state prison to potentially serve an extended sentence. This has not been utilized in Cheshire County since the passing of the law.

Regional Prosecutor Program

Administrator Wozmak explained that it is not known where this program will go, because in 2011 we are on the last year of the three year Federal Grant. We have had meetings with the participating towns to start having the discussion as to whether they want to go out on their own or if they want the county to continue the program. If the county continues the program, the participating towns will be responsible for 100% of the costs.

UNH Coop Extension

Rep. Eaton asked what the travel funds are for, Steve Roberge indicated mileage reimbursement is \$.44/mile. Steve explained that the budget is up in order to restore the funds that that county cut in 2009. However only \$27k was restored not the original \$50k. Rep. Eaton asked what the equipment funds cover, and Steve replied that the funding is for a copier 3 year installment program at \$2k per year.

Rep. Weber asked about the programs that were concerns last year, such as credit counseling/after school programs. She wanted to know how much of the non-agricultural programs are still in existence. Steve indicated the programs that still exist t are family program/4h and youth development/food safety/consumer resources as their mission is to provide information/resources at the local level.

Rep. Sad explained that she sat down throughout 2009 to go over the transparency of the different programs/funding source and has come to have a good understanding of this and will be willing to share the information that she gleaned. **Rep. Eaton made a motion to have the Commissioners review and make a recommendation to make UNH an outside agency or to put FMA back as an internal line within the budget, seconded by Rep. Sad, motion passed 7 in favor 1 against.**

Administrator Wozmak gave some examples as to why UNH & Fire Mutual Aid are different. UNH will make adjustments to their budget when required; two of the staff are county employees; their records are reviewed by our auditors and they must return any unused appropriations over \$1,000. Commissioner Pratt doesn't have a problem having UNH as an outside agency and separated the two employees to not be county employees.

Meeting recessed to meet on Jan. 29 at 9 AM.

Minutes approved by phone on Feb. 22

Barbara Richardson/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, January 29, 2010 9 AM
33 West St., Keene, NH

PRESENT: *Representatives Allen; Hunt; Johnson; Lerandean; Mitchell, Richardson; Commissioners Pratt, Rogers and Zerba; Finance Director Trombly; Administrator Wozmak*

Chairman Lerandean opened the Executive Committee meeting at 9 AM.

VNA/HCS – Barbara Duckett

This request restores last year's request of an increase of 3%. The funding provides homemaking services throughout the community. Rep. Emerson asked if they get grants, and they noted that they do. They do not provide funding for operating expenses but have provided opportunities for equipment such as computers/telemonitor equipment etc. Barbara mentioned that this program saves money by keeping the residents home and not into nursing homes.

Rep. Sad asked the amount of this request per person, it is \$431.65/person. Commissioner Pratt asked how the BEAS cuts are affecting their funding. Barbara indicated that HCS is following this but at the moment they do not know other than there will be cuts. He asked if it would effect this program. Barbara indicated it would if there are cuts because they use the county funding last. He asked that Barbara keep the commissioners up to date with any known funding that gets cut.

Monadnock Center for Violence Prevention - Robin Christopherson

Robin indicated that she looked into the question regarding whether Hillsboro County would fund them as an Outside Agency. The response that Robin received is that they are only funding one program and no other. They used to receive Hillsboro DCYF Incentive Funds and this is up in the air based on the new rules.

Robin is looking for some guidance as to how to apply for Hillsborough County Outside Agency funds.

Monadnock Family Services - Peter Skalhan, & Jamie Collins

2010 request is for \$229,757, \$79,757 is for treatment costs for underinsured and \$150k for psychiatric and emergency response services. They received \$400k for the agency, they will have to cut \$500k in staff because of the cuts that are coming down. They are looking at ¾ million in reductions. The staff reductions will not be direct care but will be administrative cuts.

After today they may be in a position of having to let direct staff go.

MFS is facing very difficult times and the last thing to go will be service. They will do what they can to double up administrative functions but it may come to direct care services. Rep. Weber noted that this year's request for funding is the same as last year's \$150k for emergency services. Jamie reiterated that yes this is what the extra funds were for. Medicaid funds used to be there for this but these funds are eroding.

Rep. Emerson asked the number of employees they have, it is approximately 224 employees. She asked about grants and it was indicated this represents approximately 25% of their funding.

Rep. Hunt asked for the 2009 figures now that they are available. For the Executive Committee to consider this additional request they would like to see 2009 figures. Commissioner Pratt would like

feedback from counter part programs are being affected and if the counties they are in are helping fill the gap. Rep. Lerandeau asked they get back to them by next week. Rep. Weber indicated that the Commissioners office could also make calls to see if these requests for additional funding is coming down at the county level. They have been taking funds from their endowment fund. In January they took \$200k because their working capital is strapped.

Linda Ruben explained the All-R-Kids program. This is a program for court ordered visitations for non-custodial parent to have visitations. The non custodial parents have to pay between \$6 to \$15/ a visit. Both parents have to pay a \$25 orientation fee. They received \$26k in ARRA funds which helped them to have a surplus. Without the ARRA funds they would have had a deficit.

A \$15,500 donation was questioned. Peter indicated that is it some of the donations that MFS gets that are earmarked for this program. Linda said she would look into this.

There is a .80 FTE coordinator, and approximately 10 part time workers for the visitations. They perform a risk assessment for each case, and depending on the level of risk they have to contract Hunter security @ \$75/hour. Administrator Wozmak asked for the 2010 budget as it does not appear that budget actuals were met for 2009.

Acting Out

Linda Rueben spoke about this program. This program has grown to the middle school throughout Cheshire County. Counselors work with kids that are at risk over the course of a semester. These become feeder groups for the kids that perform in the High School groups. Performances are around bullying/relationship issues etc.

Rep. Weber asked if this program provides services to Fall Mountain. Linda indicated they are very supportive of the acting out program. They work with the middle school but Linda would love to get a performance group together for the high school.

Keene Community Kitchen

Anne Davis distributed the 2009 statistics: 3% increase in meals; 5% increase at the coalition; 11% increase in hot meals. They are open on Sunday contributing to the increase.

Pantry use has an increase of 2%, even after turning away people from out of state. These numbers are increasing even now that they are only serving families in our community. Rep. Weber questioned the calculations for Alstead & Drewsville, Anne explained the calculations is based on the number of members in the family.

Rep. Hunt asked why there is no money from Rindge. Anne explained that they don't ask for money from the towns that do not have large demand so they don't ask for money from the towns that have a small demand.

Rep. Lerandeau asked about the increase in their request. Anne indicated it is because the County does not provide meat any longer. Someone should talk to the farm about why they do not provide meat. Can this start again.

Anne explained a change has been made in that they are providing food to individuals based on proportion to family size. Commissioner Pratt would like to know how much money is given from the Towns to the food coalition. Anne will get this information at the next board meeting.

MDS - Allan Greene, Chris Coates, Carol Brown

Request is based on the current need for Respite Services. Last years funding allowed for servicing of 128 families. This years request serves 150 families with average of 150 hours respite a year.

It was questioned as to the number of staff MDS has, there is 1 FTE who coordinates the Respite program. The respite program has a number of part timers. Allan mentioned that the numbers that are appearing on the financials indicate that MDS sustained a significant loss. Allan will provide updated yearend financials. Restricted equity comes from donations.

Aides Services for Monadnock Region - Susan McNeil

Rep. Hunt asked how they found us. Susan gave background of the funds that the Commissioners gave from Hemenway Funds to help pay back taxes and allowed them to fight litigation the Town had against them, in order to keep the home open and continue to fill the rooms. Susan gave information showing the other agencies from which she will be seeking grant funds. The House is for people living with HIV and Hep C, the only house in NH & Vt. And she believes they are the only home for those with Hep C in the Country.

The reason they are paying property taxes is because they did not know they had to apply each year for tax abatement even though they are a non profit. The average length of stay is about a year. The current residents will probably stay for life. Lucy asked if they are not in the house could they possibly stay in the County nursing home, Sue indicated they could. They have 30 clients and their families they help, not just for those staying in the Aides House.

Jack P. asked if they provide outreach prevention education in the schools. Susan said yes. They outreach to about 3,000 per year and do about 200 tests per year. The number of staff was requested, there are one FT and one 15 hour/week case manager.

Child Advocacy Center - Atonya Hart – Paul Bertanelli

Each County in State has a CAC, funded from the AG's office which has been reduced to \$20k. Funding to make up for some loss of Atonya's salary from the DOJ Grant. Grants are drying up.

The children seen in this program are either victims or witnesses of crimes and are interviewed for a panel that is made up of a team from Mental Health workers, law enforcement or the division of HHS. This is a partnership of agencies for the CAC. The CAC refers them to the proper agency. They are not duplicating the services that are provided out there.

Rep. Hunt asked what is the difference between the Victim Witness Advocate and this program. The VWA are part of the team. Referrals to the CAC come from a law enforcement agency or DCYF.

John Hunt would like to see their budget. Having a hard time understanding the difference between the VW Program and this program. The Executive Committee would like to see Peter Heed come to the next meeting to explain the difference between this program and VW Advocate Program. There is one staff person, Atonya.

CIA (Community Improvement Associates) is their fiscal intermediary, they are a non profit. The committee requested budget information regarding CIA as well as an updated budget of the CAC. There was some talk about the CAC becoming part of the County Attorneys office.

Meeting recessed to meet on Feb. 5 at 9 AM.

Minutes approved by phone on Feb. 22

Barbara Richardson/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, February 5, 2010 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Emerson; Hunt; Johnson; Lerandeau; Mitchell, Richardson; Weber; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly

Chairman Lerandeau opened the Executive Committee meeting at 9 AM. Rep. Bonnie Mitchell requested an analysis showing the increase between last years expenses and this year's requests.

County Attorney Peter Heed came in to explain the difference between the CAC and the Victim Witness Program. The Victim Witness is required to be part of the CAC program and the CAC Program is independent of the County Attorneys office with CAC programs set up around the State.

John Hunt wants to know where they are getting the funding? Paul from CAC explained that the funding comes from DOJ Grant, and Incentive Funds grant. There is a dwindling grant that started at \$50k and has now been reduced to \$20K. This request helps to fill the gap of the decrease in the AG Grant reduction.

Rep. Weber asked about the umbrella organization Community Improvement Associates. She asked if they brought the CIA's financial information. Jack Wozmak brought forward the CAC and 990 information from CIA. Prior to the CAC, the main source of information came from the child much later than when the incident occurred. The old way would bring the child to the police station, interviewed, then brought to another agency for interviewing and so on. Each of these statements are brought forward for the defense to attack any variation from each interview. Now with the CAC, there is one interview done by one trained professional with the other agencies listening on to the same interview.

Rep. Hunt was awestruck that we were up to 3 VWC FTE. He is struggling to understand why this program (CAC) is doing this when he understood this was what the VWC were doing. Peter Heed explained this has never been being done anywhere in the State and was never a role of the VWC until this concept began approximately 10-12 years ago and started to be implemented throughout the different counties. The problem that needed to be fixed was before a VWC ever gets involved.

Rep. Weber asked about Heed's statement earlier that indicated the latest shooting for which he called the VWC in immediately. This contradicts what he has explained that the VWC does not get involved until later. Peter explained that this is not usual. This was a request of the State because of the serious nature of the crime. Lucy is struggling to understand what is overlapping. Priscilla Dehotman explained that one of their major roles is to explain the legal process to them and to refer them to the agencies that are appropriate for their situation. They keep them informed during the case proceedings. Rep. Hunt asked Sheryl to explain the budget presentation for the VWC. He indicated that this is a tight budget year and he continues to struggle to see why this is not part of the County Attorney's office. He would like to recommend that if there are future potential reductions cost savings in the County Attorney office we find a way to utilize those funds to bring this into the County Attorney's office so that we have direct control over this program. The staffing level for CAC is one.

MFS All R Kids

The funding request of \$15,000 is being removed as these funds should go to the incentive funds at the State not the County so they are removing this request. Acting Out can be reduced to \$2,000 .

Rep. Hunt asked for the current financials. Peter, the finance director from MFS understood they were looking for the acting out budgets but could send along the most current MFS financials. Rep. Lerandau suggested this be sent electronically to Administrator Wozmak so he could forward it along electronically to the Committee. Rep. Hunt would also like to see what financial information was sent along to their board indicating the financial crisis they are in that led them to making the cuts they recently made. Last time they did a payroll they had to borrow \$600+ to make the payroll.

Fire Mutual Aid - Phil Tirrell

They have been able to acquire \$1.2 million in grant funds for the past 2 years that have not had to pass through the members. The grants were used to make major updates to the infrastructure. Their biggest hit for 2010 was Health Insurance. They received a 16.4% increase. There are 24 employees and 5 retirees. Any line item they had control over has been level funded. P/R, retirement, health insurance etc were the areas that increased. FMA employees are unionized so they have to honor the contracts.

Commissioner Pratt stated that there was a time where FMA reported to us and to our auditors. Now we do not have any control and last year when we made a cut to all departments and applied this cut to FMA (\$7,000) this did not go over and the county was apparently required to fund this \$7,000 cut.

Commissioner Pratt indicated that there is another option, where FMA could bill the Towns directly using the formula that they use for other funding. The question is "does it make sense for FMA to go to the Towns directly and work out their own individual contract with the Towns"? Right now if they come to the County, we just have to accept the budget. If it went directly to the Towns, they would have a place on the board. Additionally, once the overall bill comes to the County, it goes through the equalization formula skewing the formula that breaks the bill down by usage. The issue is that we have no voice in the budget they present. The Towns have no voice in this either as they have no choice to vote on the budget presented before them from FMA. Phil explained that the Counties representation is a member from the County Delegation and a County Commissioner. They speak on behalf of the Towns.

Rep. Hunt noted that the Executive Committee needs to have this discussion to decide if this board would vote to recommend to the full delegation to have FMA bill directly to the Towns.

Sheriff

Sheriff Foote spoke on the listing and age of the 3 vehicles in the 2010 budget to be replaced. His instruction from long ago was to start a rotation of replacing vehicles so that he isn't in the position he was when first elected Sheriff when he needed to replace all of the cars. In 2009, due to budget cuts, he did not replace any vehicles. A vote was taken last year to hold off for 1 year on replacing vehicles and to get onto a new rotation schedule that would stretch out replacing vehicles every 4 years. Mileage is 72k miles; 107k miles; 139k miles.

Meeting recessed to meet on Feb. 12 at 9 AM.

Minutes approved by phone on Feb. 22

Barbara Richardson/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, February 12, 2010 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Eaton; Hunt; Johnson; Lerandean; Mitchell, Richardson; Sad; Weber; Commissioners Pratt, Rogers and Zerba; Finance Director Trombly, County Administrator Wozmak.

The meeting opened at 9:15am.

Director Trombly passed out three spreadsheets: increase/decrease of all department budgets; increase/decrease for payroll and benefits, and the Health Insurance Analysis.

She spoke about the health insurance analysis, explaining the census increase, the use of surplus from 2009 and the 13% increase impacts the additional \$644k in health insurance for 2010. This increase represents 3% of the taxes to be raised for 2010.

Rep. Allen asked if it was essential that the Sheriffs serve subpoenas and court papers. Commissioner Pratt answered that in many states Sheriffs do not serve papers. Jack Wozmak indicated that they are serving approximately 3,900 papers per year or 10 to 15 per day.

Rep. Weber indicated that she would like to see that the added staffing is examined closely when the new jail opens and that if we do not need all this extra staffing, through attrition we decrease the CO staffing level over 2010.

Jack Wozmak spoke about his feeling that we will be ramping up the census through the Federal inmates. The current budget includes 15 federal inmates but we will seek the maximum number of federal inmates we can contract. The current census at the jail is 140, higher than it ever has been. Obviously, the higher our own census is, the fewer federal inmates we can accept.

Rep. Weber is concerned that we are going to have CO's standing around waiting for inmates. If there are extra federal inmates there are extra revenues then retain the staffing. Administrator Wozmak said that he would invite the Executive Committee to hold their quarterly budget review meetings at the new jail as 2010 unfolds so that they can appreciate the exact nature of the operation and how inmate population affects staffing. He referred back to the staffing pattern analysis of the direct supervision design of the facility and said that overall, the staffing pattern needs have been consistently put out to the Delegation so that there would be no surprises.

Rep. Allen indicated that our Superintendent is very capable. Rep. Tara Sad asked what the current revenue for federal inmates represents.

Jack Wozmak indicated that examining the jail staffing levels will be done at quarterly reviews and that these are discussions that will take place if either increases or decreases can be made once the facility is opened.

Rep. John Hunt mentioned that he would like to see a hiring freeze for 2010 for any positions other than Nursing. He stated that he does not want to hire the new HR position. Rep. Eaton and Weber both voiced support for adding the HR position due to the fact that it is going to be funded with

ARRA funds and could reduce employee turnover and save more money than the position costs. Administrator Wozmak said that if the position did not pay for itself, he would be in support dropping the position next year. **Upon a voice vote, the HR position was eliminated 5/4.**

Rep. Hunt thinks that the Victim Witness Program is overstaffed. He is not looking to lay off any of the VWA off but if someone leaves this position he does not want to see it filled. No motion followed.

In discussing the hiring freeze, it was discussed that every vacancy should come back before the Delegation for approval. Reps. Eaton and Weber do not think these vacancies should come before the delegation but the Commissioners should review closely when a position becomes vacant and whether it needs to be filled. Administrator Wozmak indicated that this practice has already been happening over the course of the past year and that ALL vacancies have been brought before the Commissioners for approval for replacement. He indicated that at times the Commissioners have asked that positions be held off for a month or so.

Rep. Eaton suggested we eliminate the ATV unless we can get it for free from another source. The Commissioners agreed to remove the ATV this year.

Rep Sad is concerned about level funding Monadnock Family Services based on the huge cuts they have taken and the potential of this coming down to the Towns. Rep. Weber voiced concern that taking the full \$150k out may be penny wise and pound foolish and the people this will affect will end up in the emergency room or in the jail. Her suggestion is to skip over this for now and come back to this. May have to revisit this but would like to see what else they can come up with. Rep. John Hunt was going to present adding \$20,223 to that line that would end up giving MFS \$100k.

Rep. Weber would like to eliminate funding Acting Out. Rep. Richardson strongly disagrees as it is a good program to get troubled teens on the right track. Rep. Johnson felt this is not an area that should be funded through county funds. She has first hand experience in seeing the programs and feels that other programs can serve these kids. Rep. Sad feels that they could look for grants or direct contributions to make up for this loss of funding. **A motion was made and seconded and voted unanimously to eliminate all funding for Acting Out.**

Rep Weber thinks we need to take some money out of corrections and some money out of Sheriff's. No motions followed. **A motion was made to level fund UNH Coop to 2009 funding. The committee feels that the Homemaker program should be cut. Motion carries 5-4.**

Rep. Johnson asked what is their core mission. Rep. Eaton explained working with pesticides, farming. Rep. Johnson indicated that it is much more than working with pesticides. Rep. Weber's concern is that they offer homemaking, tax preparation and these programs are offered by other services. Anything dealing directly with agriculture she supports, Johnson feels that the homemaking is a core mission.

Motion made by Rep. Mitchell, seconded by Rep. Lerandeau to add the Conservation District position as a county employee. As to the motion the vote was 5 in favor – 4 opposed. Motion passes to add this position as a county employee.

Motion made to eliminate additional Dispatcher position. John Hunt recommended that if this is done to add \$2,000 to overtime. Motion unanimously passed for both

Rep. Sad asked if it would be worthwhile to outsource the duties of the Sheriff's dept. Currently legislatively we have to provide this service.

Rep. Sad would not wish to add another FTE for the Farm. County Administrator Wozmak would like to see this discussion take place next year and allow Dave Putnam to participate in a long range plan for conservation, processing wood and dealing with the loss of inmate labor. He reiterated that with the loss of 6-8 inmates and having the planning burden placed upon the farm to come up with a long term plan that might make them self-sustaining, it would be unfair to strip us of the resources and ability to put together a decent plan. Administrator Wozmak wants that additional FTE to help free David Putnam up to work on this significant planning effort as well as make up the shortage of losing 8 inmates for 12 hours a day. He does not think it is a lot to ask under the circumstances where this very body wants the farm to continue, to diversify and to become independent. No motions followed.

Minutes approved on March 15

Barbara Hull Richardson, Clerk/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, February 19, 2010 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Butynski; Carlson; Emerson; Hunt; Johnson; Lerandeau; Mitchell, Richardson; Weber; Commissioners Pratt, Rogers and Zerba; County Administrator Wozmak.

The meeting opened at 9:15 AM.

There was discussion that the county budget was now at 6.77% increase in taxes to be raised and that they felt that it was still too large an increase. Commissioner Pratt wanted to be sure that the Executive Committee appreciated that when the Commissioners recommended the budget to the Executive Committee, taxes to be raised was up 14.21%. Through these many weeks of meetings, the rate of increase had gone from 14.21%, to 10.67% on Feb 5th, to 10.65% at the end of the Executive Committee meeting of Feb 5th, to 6.77% after the Commissioners met with the Executive Comm this morning, Feb. 19th. This work represents adjustments of \$1.5 million.

Motion made by Rep. Mitchell, seconded by Rep. Lerandeau to reconsider adding the Conservation District position as a county employee. Rep. Johnson moved to table this discussion and upon a show of hands, the motion to table failed on a vote of 4/5. As to the motion to reconsider, the vote was **5 in favor – 4 opposed. Motion passed to remove this position as a county employee.** This is expected to save about \$5,000.

There was discussion about what it would take to lower taxes to be raised to a level of 5% and Administrator Wozmak said that while they could probably reach that level if forced, the numbers would not be real or achievable. He said that at some point we would just be making up numbers or revenues simply to make the numbers work even though they would not be realistic.

Sheriff Foote spoke to those items he has requested and which had been cut by the Executive Committee. Steve Roberge from the Cooperative Extension also spoke urging the Executive Comm to fund their program fully.

Rep. Lerandeau made a motion to reduce the overall budget by another \$100,000, with \$37,000 coming from the Commissioners discretionary merit line (leaving intact a COLA of .5% and a longevity increase of 1.5%). The motion was seconded by Rep. Mitchell. By friendly amendment, Rep. Hunt moved to amend the motion to prohibit the Commissioners from simply adding to inmate revenue in order to achieve the intent of the motion. The amendment was approved unanimously. The main motion was approved unanimously.

Rep. Richardson spoke against this round of reductions, saying that it was not fair. The general discussion of the Executive Committee resulted in them urging the Commissioners to find the \$100,000 (minus the \$37K from the merit line) from any source excluding Federal inmate revenue.

There being no further business, at 12:20 PM, the meeting was suspended to meet on March 5th at 9 AM. There will not be a meeting on February 26th.

Minutes approved on March 15

Barbara Hull Richardson/s
MINUTES

**Cheshire County Delegation
Executive Committee Meeting
Friday, March 5, 2010 9 AM
33 West St., Keene, NH**

PRESENT: Representatives Allen; Butynski; Carlson; Eaton; Emerson; Hunt; Johnson; Lerandeau; Mitchell, Weber; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly

Chairman Lerandeau opened the Executive Committee meeting at 9:05 AM.

The 2010 budget reduction recommendation from last week was distributed. The budget was \$40,783,557, with taxes to be raised at \$22,607,173, which would result in an increase in taxes of 6.22%, down from the original 14.21% in the Commissioners Proposed Budget.

There were additional suggestions for reductions in the budget which would reduce the budget an additional \$116,667, reducing the budget further down to \$22,482,755, an increase in taxes of 6.18%.

Rep Mitchell asked that someone speak on behalf of what benefit bringing the Conservation District Manager position on as a county employee. Commissioner Pratt spoke on behalf of the fact that this position has been a revolving door for many years and that the Conservation district brings a great deal of federal funds into Cheshire County. Rep. Weber feels that if we are taking the position on as a county employee, we should be able to have control over the agency. Rep. Carlson feels that we are spending a lot of time over a \$3,000 increase when the jail has a 35% increase and that is where we should be concentrating on.

Rep. Mitchell feels that the Commissioners have done everything they have asked and that if they really want this position to come on as a county employee that the Executive committee should give them this.

Rep. Eaton moved to decreasing HCS to a level \$100k, Motion passed.

Rep. Johnson asked for clarification on the decrease in the RN funding at ALF. Sheryl explained that the ALF administrator received her RN in 2009 so a full time RN is no longer needed.

Rep. Weber stated that she wants to see something come out of the jail expenses if they cannot meet their revenue. Commissioner Pratt indicated that the Superintendent will be held to accomplish this. Rep. Carlson wanted to know why are fed revenue decreased so drastically after 2005. Administrator Wozmak explained that once we got to a point of overcrowding we had to reduce drastically the number of federal inmates. At that time, the average # of federal inmates was 15 generating approximately \$350k annually in revenue. Commissioner Rogers reported the census level a couple of weeks ago was 140 in house.

Rep. Weber moved that we accept the conservation district but remove the \$6k from UNH. She spoke that there are some services that UNH provides such as the nutritional and tax programs that do not relate to the mission of the agricultural. She recognizes that she has no control over what they do with the \$6,000. Rep. Johnson spoke to say that she disagrees with the comments and she feels that the nutritional aspect is very important when there is so much obesity out there. Rep. Weber stated that she wanted to make it very clear that she is not saying that it is not important it is just that there are other agencies out there to take care of it. Rep. Carlson wanted it to be known that she supports Rep.

Johnson. Rep. Eaton indicated that he supports Rep. Weber's motion but feels that if we do not provide the \$6,000 then we should not support the conservation district coming on as an employee.

Steve Roberge from UNH spoke on behalf of their request and the background of the programs. The \$6,000 will bring the 2 staff back to 35 hours per week. Rep. Weber spoke about how difficult it has been to cut hundred and thousands of dollars from programs all over the county with state and federal dollars being reduced. **Rep. Weber reiterated her Motion to take out the \$6,000 for UNH, 5 to 5, motion failed.**

Rep. Hunt made a motion to reduce the UNH Coop Ext. line by \$3,000, seconded by Rep. Weber. 8 in favor, 2 against, motion passed.

Rep. Emerson made a motion to reduce the DOC by \$25k in any area. Seconded by Rep. Carlson. Upon a show of hands, the motion failed 5 to 5.

Rep. Weber made a motion to accept the budget with the amendments and to set taxes to be raised at \$22,482,755, seconded by Rep. Eaton, 8 yes 2 nays, motion passes.

Rep. Emerson passed around information from Satori, a broker for Electricity. This shows that Cheshire County can save annually \$50k if we lock into fixed rates. The committee indicated that this would be a Commissioners' decision. Commissioner Rogers spoke to say that the Commissioners have been looking into this and negotiating with 4 or 5 different vendors on this. At the most recent commissioners meeting Mgr. King came forward with these proposals and we are reviewing these proposals.

The farm memo from Administrator Wozmak and David Putnam to the executive committee relating to the farm action plan was distributed and discussed. This memo is a follow-up of the Farm Committee's recommendation that the Commissioners consider expanded uses for the farm.

Minutes approved by phone on Mar. 15

Barbara Richardson/s

MINUTES
Cheshire County Ex. Committee Meeting
Monday, March 22, 2010 6:45 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen; Butynski; Carlson; Eaton; Emerson; Hunt; Johnson; Lerandean; Mitchell; Richardson; Sad; Weber; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Lerandean opened the meeting at 6:45 PM and advised the committee that the elected official's salaries for 2011 have to be established. He indicated that he was not interested in having a discussion yet about the compensation of elected officials. Some members of the delegation thought there was no reason to wait and that they should discuss it. After further discussion, it was decided that the Executive Committee will meet sometime after the budget passes to discuss elected officials' compensation.

The committee suspended the meeting at 6:51 PM until April 12 at 9 AM at 33 West St. to continue the discussion and finalize the rates.

Minutes approved on April 19, 2010

Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation Meeting
Monday, March 22, 2010 7 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen; Burridge; Butcher; Butterworth; Butynski; Carlson; Eaton; Emerson; Hunt; Johnson; Laurent; Lerandau; Meader; Mitchell; Parkhurst; Richardson; Roberts; Robertson; Sad; Sterling; Weber; Weed; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Meeting opened at 7 PM by Chair Rep. Mitchell. She stated that the budget was reviewed last week and she thanked the Commissioners and staff for all their cooperation in fulfilling their requests to reduce the budget.

Rep. Eaton moved to approve executive committee budget in the amount of \$40,674,339, seconded by Rep. Allen, discussion followed.

Rep. Carlson moved to reduce the DOC budget by \$30,000, Rep. Emerson seconded. Rep. Carlson noted that many of the towns have made reductions to keep the budget low. Rep. Weed asked about the revenue from federal inmates and if this cut would interfere with our ability to take federal inmates. Commissioner Rogers stated that it likely would not effect this but that as it is a new facility, we do not know what the income will be. Rep. Robertson asked the person making the motion to identify the specific area to cut. Rep. Roberts stated that the \$30K reduction from the medical line would be of minimal impact for example on a total budget and not by eliminating a position. Commissioner Pratt stated that if they want \$30K reduced from the medical line, we will do so. Rep. Emerson stated she doesn't think \$30K is too much to reduce. Rep. Robertson stated that he thinks if you want to make cuts, you need to specify the line item. Rep. Allen noted that he feels we have very dedicated personnel at the DOC and they will not spend more than is needed. The Commissioners agreed. Rep. Eaton asked about the electric power contract savings. Administrator Wozmak noted that there are three companies vying for the contract and we don't know what the savings will be yet, but in the range of \$30K to \$50K. The question was called. Rep. Mitchell spoke about the HOC and that we have been working for 10 years to build this jail and she feels the motion should fail. **Roll call vote taken, motion passed 12 to 10.**

Rep. Sad made a motion to increase by \$3,000 the 2010 budget appropriation, proposed by the Ex. Committee, to UNH Cooperative Extension (CE), with a new grand total appropriation of \$190,795, Rep. Johnson seconded.

Rep. Sad spoke to her motion because of the two employees who work in the CE office and that if their time is not reinstated, their pension is compromised. They are both long term employees and with the reduced hours there are no contributions continuing their pension fund. Rep. Weber spoke to the cut and that as noted at the ex. Committee meeting, some of the programs offered at UNH CE are duplicative of other agencies in town and that's where the cuts should be made. The cut was originally to be \$6K and a compromise of \$3K was made. Rep. Butynski noted that there are many painful cuts in the budget. **Roll call vote resulted in a 11 – 11 vote, motion failed.**

Rep. Emerson moved that a new agency called public health be removed from the budget at a savings of over \$800K, Rep. Johnson seconded. Commissioner Pratt stated that as was discussed at the Executive Committee budget meetings, the county is serving as the conduit for the money so that these funds, if awarded, can be passed on to the local hospital and communities for public health

programs. He said that the \$800K is an in and out amount, the public health is funding coming from the Feds, and the budget is budget neutral and in fact would hurt local public health efforts if withdrawn. **Rep. Emerson withdrew her motion.** Rep Hunt noted that this is one of those projects that we wind up funding once the federal funding is gone.

Rep. Eaton made a motion to approve executive committee budget in the amount of \$40,644,339, Rep. Sad seconded, voted 21 to 1, motion passed.

Rep. Parkhurst made a motion to approve taxes to be raised from cities and towns for 2010 in the amount of \$22,452,755, Rep. Hunt seconded, voted unanimously.

Rep. Burrige asked about progress on the courthouse. Administrator Wozmak noted that the city, the county and MEDC are continuing to work on the project. There will be a joint meeting with the city, county and Delegation set when we are further along. There is still a lot of work to do both in designing an acceptable floor plan for the occupants and the financing package to pay for the project.

There being no further business, at 7:59 PM, the meeting was adjourned.

Minutes approved on April 19, 2010

Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, April 12, 2010 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Butynski; Carlson; Emerson; Johnson; Lerandeau; Mitchell, Richardson; Sad; Weber; Commissioners Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Lerandeau opened the Executive Committee meeting at 9 AM. He explained that the 2009 survey that was distributed for elected officials was the base to start.

Rep. Weber made a motion to keep the elected officials salaries as they currently are now, Rep. Mitchell seconded. Discussion followed.

Rep. Weber noted that according to the NHAC survey the salaries varied greatly. Rep. Weber spoke to maintaining the motion as stated.

The motion was called. **Clerk Richardson read the motion to vote on the Commissioners salary at \$9500; Treasurer at \$4850; Register of Deeds at \$54,000; County attorney at \$70,000 and the Sheriff at \$50,000, she took a roll call vote and the vote was 9 to 1, motion passed.**

Minutes approved by phone on April 30

Barbara Richardson/s

MINUTES
Cheshire County Delegation Meeting
Monday, Aug. 23, 2010 7 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen; Butynski; Butcher; Butterworth; Burridge; Carr; Eaton; Emerson; Johnson; Leraudeau; Lindsey; Meader; Mitchell; Parkhurst; Richardson; Roberts; Robertson; Sad; Sterling; Weber; Weed; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly

Chair Mitchell opened the meeting at 7:03. She called for motions to be presented.

Rep. Butynski moved to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$430,260 for the receipt of State of NH Proportional Share Funds, and to authorize the use of Proshare funds by offsetting account # 0.3404.20.00 Medicare A Revenues to offset revenue shortfalls, seconded by Rep. Eaton, motion passed with a vote of 15-0.

Rep. Lindsey moved to increase revenue line #3319.00.00 (Federal Grant Reimbursements) by \$400,700 for the receipt of Department of Energy ARRA Grant Funds and by offsetting account #4900.89.00 (Capital Improvements – County Buildings) for the following intended uses: Converting Nursing Home lighting to LED; Examining Wind Potential for renewable energy at the Westmoreland Campus; Installing Insulation in the attic of the Cheshire County Court House; and to perform an energy audit on all County Buildings, seconded by Rep. Sad, motion passed with a vote of 18 to 0.

Rep. Weber moved to ratify the Commissioners approval of the collective bargaining agreement and to vote to appropriate such funds in 2011 and 2012, as may be required to be within the range of the COLA and longevity provisions of the CBA, seconded by Rep. Weed. Discussion followed. Rep. Weed asked about vacation accruals. Rep. Emerson asked about health care costs. Rep. Weed asked about the COLA and longevity provisions. Motion passed with a vote of 20 to 1.

Rep. Weber moved to amend the 2010 budget from \$40,644,399 for a total of \$41,045,039, seconded by Rep. Eaton, this amendment will be tax neutral. Motion passed with a vote of 20 to 1.

Administrator Wozmak updated the Delegation on the court project. Rep. Robertson asked if consideration had been given to the SAU building across the street. Wozmak said ‘no’ that the building was not owned by the county. Rep. Sterling stated that the Jaffrey court location was not necessarily a bad one as the court in Jaffrey is a nice, underutilized building. Commissioner Pratt reminded the delegation how important it is to the local community that these courts remain in downtown Keene.

Commissioner Rogers started the discussion on SWNH FMA and its financial relationship with the county. He suggested that the delegation consider completely severing the relationship with mutual aid and have them bill the towns directly for the services. Rogers said that the county does not really have any meaningful oversight of the budget or services and that the county acts as a middle-man, having to borrow additional TANS money to front their operating expenses for the first six months of the year. He said the Commissioners are looking for some guidance or direction from the delegation.

Rep. Weed asked if there is some duplication of services and was told there is no duplication as mutual aid dispatches fire and EMS generally and the Sheriff's dispatch does the police side of things. Rep. Roberts stated that Keene supports the FMA and noted that they are buying the old fire station from the City of Keene. Rep. Eaton stated that they have a history of aggressive money management and that the concept of mutual aid is very strong and an essential function of government and he would be intensely opposed to any changes in the relationship. He talked about how mutual aid in this region has been a template for nearly all other mutual aid organizations in the country. He said it works and should not be altered.

Commissioner Pratt noted that this is just the beginning of a discussion or decision on this and that the Commissioners' interest was in increasing the direct voice that the towns who use the service might be able to have if the arrangement was direct. It is simply no longer a county function; the organization has grown to a point that it is now independent in most respects.

Rep. Johnson stated that one way or another someone will pay the funding and she agrees with Rep. Eaton. Although some towns would pay more and some would pay less, it does all come out of the property tax of local property owners. Rep. Robertson asked who looks at their budget; it should not just be fire chiefs. Rep. Eaton, who is the delegation representative on the mutual aid board of directors, explained the budget process.

Rep. Butterworth asked what is done in other states like Vermont and Massachusetts. What is done in other counties in New Hampshire? He was advised that it is a mix of set-ups in other counties. Rep. Carr asked if some Cheshire county towns are not participating in the FMA. Administrator Wozmak noted that all Cheshire County towns utilize mutual aid dispatch services.

Rep. Weber explained the story that at the last executive committee meeting review of the FMA, they couldn't touch their budget request, as she understood it. Rep. Butterworth stated that it is a philosophical question, what is the role of government in this instance. Rep. Sterling stated he appreciates Rep. Eaton's position that public safety is the only role for government. He believes that towns don't know how much they pay for the services. He believes the discussion should continue.

Rep. Robertson asked why we couldn't cut their budget. Commissioner Pratt said there is a Memorandum of Understanding that provides that the delegation appropriate the amount of their budget. Rep. Burrige asked if they are audited, Rep. Eaton stated that they are. Rep. Roberts (who is also a City Councilor) stated that the City of Keene reviews the budget; it is presumed to be an open book.

Rep. Emerson stated that 10 years ago it came to us line by line. Rep. Eaton stated that the Sheriff's dispatch and the Commissioners' view towards mutual aid has changed the entire process and has altered the relationship.

There was a motion to call the Question. There were 12 votes to call and 9 for more discussion.

Rep. Roberts moved that the discussion regarding FMA be ended and the county to continue current practice with them, Rep. Eaton seconded, voted 13 yes and 9 no, motion passed.

Barbara Hull Richardson

The meeting was adjourned at 8:31 PM.

Minutes approved on Sept. 16, 2010

Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation Committee Meeting
Monday, Sept. 20, 2010 7 PM
Jury Assembly Room, Keene

PRESENT: Representatives Allen; Butynski; Butcher; Butterworth; Carlson; Emerson; Johnson; Meader; Richardson; Roberts; Sad; Sterling; Weed; Weber; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Jack Dugan MEDC; Linda Mangones, KHA

Vice Chair Weber opened the committee meeting at 7:06 PM

There was a preliminary discussion regarding Rep. Carlson who stated that she might have a conflict of interest, as she is a board member of the bank who holds the mortgage on the E.F. LANE Hotel. It was determined that the best course of action would be for her to recuse herself from both the discussion and the vote.

Rep. Weed made a motion that the delegation authorize the Cheshire County Commissioners to apply for and accept Community Development Block Grant funds on behalf of Monadnock Economic Development Corp. in an amount up to \$500,000, to refurbish the EF Lane Hotel, seconded by Rep. Allen. Discussion followed.

Linda Mangones and Jack Dugan presented the details of the project.

The Funds will be from the CDFA given to the county, transferred to MEDC. Rep. Sterling asked if this was a matching grant. There is no match requirement other than the creation of jobs, ultimately. Rep. Butcher asked why federal funds are needed if it is such a good deal.

Chris Thomas, a representative of the management company spoke about the architectural plans. Their evaluation of the building has shown the upkeep of the building is failing and requires work. The building has a potential boutique market of 40 rooms. He stated that he is a big believer in a vibrant downtown. He has reached out to a global distributor and this is a good opportunity to do the building right.

Rep. Weed asked what is boutique potential. Chris Thomas stated that it is unique, not typical. Rep. Weed asked if \$1.8 million is invested by MEDC, and is there a board. Jack Dugan stated there is a finance committee and the project has been reviewed by the MEDC board who determined it is a viable project to support.

Rep. Weed stated that in view of the history, is there public oversight of the project. Jack Dugan stated that the audit is public, BFA reviews it and CDFA oversees CDBG funds.

Rep. Butterworth asked if there is a payback. Jack Dugan stated that there are two ways to use it. One is to loan to business for about 10 years, with a 5-year balloon payment. The grant to MEDC is invested in the project and depends on the ultimate sale of the asset.

Rep. Butterworth asked about the reinvestment and Jack Dugan stated that job creation is required. When MEDC sells the property, they reinvest the funds in another development in the community.

Rep. Richardson asked what the number of jobs would be, Mr. Dugan stated that it would be a new net of 25 FTE's. Rep. Sad asked about the \$500K to create jobs, are they all minimum wage jobs. Jack stated that there would be a blend of jobs, directed at low and medium income positions. Rep. Weber

asked about the number working now, Jack said 2-3 people. Chris Thomas stated that low-income jobs are required, and they are a New England/New Hampshire based management company.

Chris Thomas stated that the largest components of jobs are housekeeping, wait staff, kitchen crew, will be 60-70% of the workers and 25-30% technical and management.

Rep. Roberts asked if MEDC is trying to avoid the empty store and save the bank from losing money.

Rep. Weber asked what is MEDC's current position. Jack Dugan stated that the bank will make the purchase and MEDC will hold a second mortgage. If the building goes into foreclosure, \$946,000 will be lost.

Rep. Sterling asked about the annual application cycle for CDBG funds and asked what the interest rate is on the funds. Dugan said there is a 5% interest rate.

Rep. Johnson asked about the rate of confidence on the project. Chris Thomas stated there are too many rooms at mid scale and below, upper price range is void. The management company is certain of the market penetration given these statistics. They work to achieve strong market stratification in terms of room rate.

Jack Dugan explained that the CDBG has been providing development funds for many years and this region has received a higher share than other parts of the state.

Rep. Butterworth asked how much in loans are outstanding to MEDC, Jack stated \$5,344,000.

Rep. Weed asked about construction jobs. Jack noted that you couldn't count construction jobs as part of the job creation statistics but that, clearly, it would be a big plus for local contractors potentially.

Rep. Roberts commented on the low-income jobs that are created. Chris Thomas stated that there was a big response to job ads and felt that these jobs are important to the community because it puts people back to work.

Discussion ended, vote taken on the motion, motion passed 12 in favor with Rep. Emerson voting against the motion and Rep. Carlson recusing herself due to the potential for a conflict of interest.

There being no further business, the meeting adjourned at 8:20 PM.

Minutes approved by phone on October 22, 2010

Barbara Richardson/s

MINUTES
Cheshire County Delegation
Organizational Meeting of the Delegation
&
Public Hearing on the Commissioners Proposed 2011 Budget
and
Delegation Meeting
Monday, Dec. 6, 2010 7 PM
12 Court St., Keene, NH

PRESENT: Representatives Butynski; Byrnes; Carr; Cartwright, Chase, Dwinell, (Emerson was excused); Hawkes; Hunt; Johnsen, Johnson; Lerandeau; Lindsey; Meader; Moore (Charles), Moore (Robert, Jr.); Parkhurst; Roberts; Sad; Smith; Sterling; Tatro; (Weber was excused); Weed; Commissioners Rogers, Pratt and Zerba; Administrator Wozmak; Finance Director Trombly.

Acting Chairman Lerandeau called the meeting to order at 7 PM.

Rep. Lerandeau opened the organizational meeting of the Delegation. He first asked for a moment of silence in memory of the late Rep. Peter Allen. He then recognized those members of the Delegation that will be leaving and thanks them for their long and valued service: Peter Allen, Delmar Burridge, Suzanne Butcher, Tim Butterworth, Nancy Carlson, Daniel Eaton, John Laurent, Bonnie Mitchell, Barbara Hull-Richardson and Tim Robertson.

Lerandeau asked the newly elected members of the Delegation to stand and introduce themselves. The following newly elected representatives stood and introduced themselves: John Byrnes, Anne Cartwright, Cynthia Chase, Richard Dwinell, Samuel Hawkes, Gladys Johnsen, Charles Moore, Robert W. Moore, Jr., Edwin O. Smith and Bruce Tatro.

Lerandeau asked for nominations and/or a slate of officers for the Delegation. Representative John Hunt nominated Lucy Weber as Delegation Chair, Bruce Tatro as Delegation Vice Chair and Jane Johnson as Delegation Clerk. Not needing a second on a nomination, the slate was put to a voice vote. The voice vote was unanimous in favor of the nominations.

Rep. Lerandeau asked for nominations for the Executive Committee. Nominated were: Hunt, Lerandeau, Tatro, Weber, Meader, Butynski, Sad, Hawkes, Emerson, Johnson, Sterling, Smith and Robert Moore, Jr. Upon a voice vote, the slate of Executive Committee members was unanimously approved.

Representative Hunt nominated the officers of the Executive Committee: Executive Committee Chair John Hunt, Executive Committee Vice Chair Gus Lerandeau and Executive Committee Clerk Jane Johnson. The nominations were unanimously approved by a voice vote.

At 7:12 PM, the Chair closed the organizational meeting.

A recess was taken to allow the hour of 7:30 PM to approach.

At 7:30 PM, Delegation Vice Chair Bruce Tatro opened the public hearing on the Commissioners Proposed 2011 Budget.

Delegation Vice Chair Tatro recognized Commissioner Stillman Rogers who gave an overview of the Commissioners Proposed 2011 Budget. Rogers noted that the expenses of the budget are only up by 2.79% but that revenues are down which is why taxes to be raised are up 15% at this point.

Spofford Resident Charles Perry asked about the budget committee structure and was told that the Executive Committee reviews the line items and will make a recommendation for funding to the full delegation.

Walpole resident Paul McGuirk said that there are necessary expenses but that the county should prioritize them. He said the county farm has served its day and purpose. He said he supports the LADC (licensed alcohol counselor) at the jail. He said it is unfair of the county to be selling raw milk and fresh beef while other farms are struggling. He was not supportive of using taxpayer dollars to subsidize the farm operation and causing unfair competition. He said we should get rid of the cows and equipment and lease the land and buildings.

Alstead resident and state representative Anne Cartwright asked if prisoners work on the farm or if produce is grown or beef produced for the nursing home. The answer was no to all three questions.

Keene resident and state representative Cynthia Chase asked if the farm was organic and was told that it was not.

County Commissioner Roger Zerba commented on the Antioch students' work which is to be presented this coming Saturday and could provide some ideas on what to do with the farm operation and the land. Commissioner Rogers also commented that using the farm and land for agricultural training is one of the considerations.

Rep. Anne Cartwright of Alstead asked if the Cooperative Extension currently pays rent and whether the old jail would be a place where they might be able to save some money. Wozmak answered that while it might be possible, such things as lighting, electricity, windows and basic office infrastructure would need to be added and that the county had obtained a general quote of about \$2 million to "soften" the building for other uses.

Walpole resident Sheldon Sawyer stated that the farm is a tremendous waste of money and having employees with benefits and retirement, etc is just a waste. He favors leasing the farm. He also commented that he thought the jail staffing was much greater than was told to him.

Chesterfield resident David Tracey said that he hoped the budget committee would focus on the most essential services and to do this with "the hand that is dealt you". He said we should think outside the box versus the status quo.

Chesterfield resident Ruth Van Houghton said that the EMS dispatch is a nice complement to the Sheriff's dispatch and she reiterated that Mutual Aid is excellent. She stated that she understands what the state is doing with Medicaid and Medicare in dealing with the shortfall. She said there is plenty of suffering to go around. She also commented that the jail location is entirely too costly and that she works hard in her career.

Keene resident, state representative and city councilor Kris Roberts said we should prioritize our needs. He talked about the room and meals tax reductions at the City level for Keene.

Chesterfield resident Bob Brockton said regardless of what expenses are doing, 15% is 15% and he pointed to 3 new Sheriff cars, 3 new Sheriff officers, the associated benefits and a couple new video recording cameras and vests. He asked if we had to do it. He questioned the \$20,000 cooker (steam kettle) at the nursing home and asked if it was “nice or necessary?” He was told that this is a replacement of one of two steam kettles which are 35 years old and routinely prepare 1,000 meals per day, so are not insignificant pieces of kitchen equipment; they are essential for the operation and are very old at this point.

Keene resident and state representative John Byrnes asked whether the LADC at the jail could be replaced by community treatment. He was told that approximately 80% of the inmates at the jail have a substance abuse problem and that there is one mental health clinician there now and that the Commissioners had interviewed this clinician last year, monitoring the case load, and determined that an additional person was warranted.

Alstead resident Joe Cartwright asked about the Alternative Sentencing and Mental Health Court programs and was given statistics and a response to his question.

Hinsdale resident and state representative Edwin “Smokey” Smith asked about the extent of the increases in the Outside Agency requests and Mr. Wozmak answered that there was about \$101,000 in new requests: the Monadnock Region Child Advocacy Center has requested \$26,000; AIDS Services for the Monadnock Region has requested \$30,000; All R Kids Supervised Visitation Center has requested \$15,000; Acting Out has requested \$5,000; Monadnock Family Services has requested an increase of \$25,000 to a total of \$100,000; Monadnock Developmental Services has requested an increase of approx. \$20,000 for a new total of \$54,773; the Community Kitchen has submitted a request for \$15,000, which is an increase of \$5,000 from last year and Home Health Care, Hospice and Community Services has basically level funded their request of \$103,000 and Monadnock Center for Violence Prevention has asked that their appropriation be increased from \$8,000 to \$11,150.

Jaffrey resident Rob Stevenson asked about county benefits and how much they had increased. He was told that we expect health and dental to increase about 8%.

Spofford resident Charles Perry said that a 15% increase in taxes is “unconscionable”.

State representative Richard Dwinell said that as to the farm, just close it and as to the old jail, just use it for storage. That would fix that, he said. Then we could sub-divide the land.

State representative Chuck Weed said that with a 2.79% increase in the budget, the real issue is the cost shifting.

State representative Steve Lindsey said that from the farm to cost shifting, the county has been the social safety net but that we may have to abandon our traditional activities and concentrate on our obligations.

Delegation Vice Chair Tatro, seeing no further comments or questions closed the public hearing on the Commissioners Proposed 2011 Budget at 8:37PM.

At 8:38PM, Delegation Vice Chair Tatro opened the regular Delegation meeting.

He introduced Jen Seher from ServiceLink who asked to speak to the Delegation regarding the Family Caregiver legislation that was recently passed by the House. This provides very cost-effective funding

that allows family care givers to care for their family members at home, saving them from more expensive placement in nursing homes or other expensive facilities.

She and Representative Butynski asked that they be mindful of legislative attention for funding when it comes up and to remember how cost-effective it is.

Rep. Butterworth made a motion to authorize the Register of Deeds to expend 2010 surcharge funds in the amount of \$77,100, seconded by Rep. Eaton, voted unanimously.

There being no further business the meeting closed at 8:05 PM.

Minutes approved

Jane Johnson, Clerk

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, December 6, 2010, 8:09PM
Jury Assembly Room of Superior Court, 12 Court St., Keene, NH

PRESENT: Representatives Hunt, Butynski, Hawkes, Johnson, Lerandean, Meader, Robert Moore Jr., Sad, Smith, Sterling, Tatro. Rep. Emerson and Weber were absent. Administrator Wozmak; Finance Director Trombly, Treasurer West

Chairman Hunt opened the Executive Committee meeting at 8:09PM.

The Chair established the budget review dates as beginning on Monday, January 10, 2011 at 9AM at 33 West Street in Keene (The County Administration Building) and suspending at noon. The meetings will continue each Monday through the month of February excepting holidays, subject to change as necessary.

Rep. Hunt moved to authorize the Treasurer of the County of Cheshire, upon the request of the County Board of Commissioners to borrow in anticipation of taxes an amount not to exceed \$25 million for the 2011 budget year, January 1, 2011 to December 31, 2011. Seconded by Rep. Lerandean, Voted Unanimously.

There being no other business to come before the Executive Committee, the meeting was adjourned at 8:15PM.

Minutes approved _____

Jane Johnson, Clerk