

Board of Commissioners  
Minutes of 10/24/20 Budget Work Session

Members Present: David DeVoy, Glen Waring, Hunter Taylor via Zoom from his home.

Also Present: Debra Shackett, County Administrator and Lori Sharp, Accounting Manager

The Board met at 9:00am and reviewed all departmental requests for the 2021 budget. They requested additional information for their budget books; payroll sheets, supporting documents, and a cover letter from each department head. The Board discussed wages and benefits for non-union employees and reiterated their intention to have them start contributing toward health insurance premiums and to eliminate a cost of living increase.

The Board reviewed the Maintenance and Capital Projects budgets with Facilities Manager, Dustin Muzzey. They requested the cost of purchasing a new generator for the Nursing Home, rather than just budgeting for the engineering. They also asked about rebates for new windows and the boiler. They voted to approve \$769,740 for the Maintenance Budget pending a review of all wages and benefits, by unanimous roll call vote. GW/HT/3-0. They voted to approve \$462,000 for capital projects, pending a review of the cost of a generator, by unanimous roll call vote. GW/HT/3-0.

The Board met with County Attorney Livernois to consider his budget proposal. They requested that he remove the funding for a laptop and purchase it before the end of the year. They voted to approve \$989,435 for the County Attorney Budget pending a review of all wages and benefits, by unanimous roll call vote. GW/HT/3-0.

The Board met with Superintendent Cunningham to consider his budget proposal. They requested that the additional funding to make a part-time position into a full-time position be moved to the full-time wage line. The Supt. notified the Board of a change to his medical services line. The Board voted to approve \$91,000 for the Corrections Revenue, by unanimous roll call vote. DD/HT/3-0.

The Board met with Sheriff Moyer and Chief Deputy Nedeau to review their budget proposal. The Sheriff corrected his Dispatch Revenue line and suggested moving some of the new equipment appropriation to part-time wages. The Board voted to approve \$2,364,785 for the Sheriff's Budget pending a review of all wages and benefits, and \$403,000 for revenues by unanimous roll call vote. GW/HT/3-0.

During a lunch break, the Board reviewed the administrative sections of the budget and made the following decisions:

- They will amend their approval of the lease extension made on 10/15/20 to specify that their agreement is pending approval by the Executive Committee and Delegation.
- A majority of the Board is opposed to requesting a transfer of appropriations when none of the departmental budgets is overspent.

- The Board voted to require non-union employees to pay 5% of their health insurance premium, effective 4/1/21, and to provide a bonus equal to \$750, \$1500, or \$2000 based on the relative level of coverage. Bonus to be paid weekly, effective 4/1/21. Unanimous roll call vote, GW/DD/3-0.
- The Board agreed to encumber the 2020 appropriation for the IT risk assessment.

The Board voted to recommend \$6900 for the Convention section of the budget, by unanimous roll call vote, DD/GW/3-0.

They decided to add \$5000 for Single Audit Act audits, to the Nursing Home audit line item. They also voted to remove the NHAC Dues and split the cost between the Nursing Home and Corrections lines. They voted to approve \$419,660 for the Administrative Budget pending a review of all wages and benefits, by unanimous roll call vote. HT/GW/3-0. They voted to recommend \$299,270 for the Finance section pending a review of all wages and benefits, by unanimous roll call vote. GW/HT/3-0.

The Board recommended the Restorative Justice budget proposed by Mike MacFadzen as presented, pending a review of all wages and benefits by unanimous roll call vote. GW/HT/3-0.

The Board agreed to recommend the Outside Agencies, Debt Service, and Contingency as presented.

The Board met with Register McGrath to review the Deeds budget proposal. They voted to approve \$420,293 for the Deeds Budget pending a review of all wages and benefits, and \$1,040,500 for revenues by unanimous roll call vote. HT/GW/3-0.

The Commissioners met with Shelley Richardson to review the Nursing Home budget proposal. They made several changes and voted unanimously and by roll call vote on each section as follows:

| Section         | Amount     | Vote      |
|-----------------|------------|-----------|
| Debt Service    | \$ 105,026 | GW/HT/3-0 |
| NH Admin        | 1,697,311  | GW/HT/3-0 |
| Maintenance     | 605,047    | GW/HT/3-0 |
| Rehabilitation  | 207,264    | GW/HT/3-0 |
| Dietary         | 1,149,500  | HT/GW/3-0 |
| Nursing         | 6,580,313  | GW/HT/3-0 |
| Laundry         | 194,374    | GW/HT/3-0 |
| Housekeeping    | 446,858    | GW/HT/3-0 |
| Physicians, etc | 1,048,400  | GW/HT/3-0 |
| Activities      | 361,526    | GW/HT/3-0 |
| Hairdressing    | 26,135     | GW/HT/3-0 |
| Total           | 12,421,754 |           |

The Commissioners requested that the NHA prepare a recommendation for how visitation will be handled during Thanksgiving.

The Commissioners discussed the two positions requested by the Corrections Superintendent and agreed that they would recommend that a full-time nurse be funded as well as making a part-time case manager into full-time.

They requested options and a recommendation for non-union wages at their next meeting.

The meeting was adjourned at 5:00pm.

Respectfully submitted,

Debra A. Shackett, County Administrator