

COÖS COUNTY DELEGATION  
2020 ANNUAL BUDGET MEETING  
Friday, March 27, 2020 - 10:00 a.m.  
North Country Resource Center - Lancaster, NH

Present: Representatives Wayne Moynihan, Chair; Edith Tucker, Vice-Chair *(remotely)*; Larry Laflamme, Clerk; Kevin Craig, William Hatch *(remotely)*, Troy Merner, Henry Noël *(remotely)* and Yvonne Thomas *(remotely)*. Also present: County Commissioners Tom Brady *(remotely)*, Paul Grenier and Rick Samson *(remotely)*; County Administrator Jennifer Fish *(remotely)*; Superintendent Ben Champagne *(remotely)*; Nursing Home Administrator Lynn Beede *(remotely)*; Nursing Hospital Administrator Laura Mills *(remotely)*; Director of Finance Carrie Klebe *(remotely)*; Sheriff Brian Valerino; Captain Keith Roberge; Administrative Assistant Linda Harris *(remotely)*; County Attorney John McCormick *(remotely)*, Registrar Leon Rideout *(remotely)*; County Treasurer Sue Collins *(remotely)*; Brendan Prusik, UNH Cooperative Extension Service; Kris van Bergen IDN7 *(remotely)*; and, members of the press *(remotely)*.

Chairman Moynihan called the meeting to order at 10:01 a.m. and lead the Pledge of Allegiance. The Chair noted that because of the COVID-19 state of emergency in NH, the meeting would be conducted remotely, per RSA 91-A. The roll was called by the Clerk, Representative Laflamme. There were eight members present (four of them remotely). Representative Fothergill and Representative Furbush were absent.

Chairman Moynihan took a moment of recognition to mention the passing of former Representative Larry Rappaport. A proper recognition will be held at a later date. Representative Merner noted that the family has been invited to a session to be recognized by the NH House of Representatives. Unfortunately, a date has not been set due to the current situation. Representative Merner will notify everyone when the time comes.

*Review & Approval of Minutes - February 21, 2020:* A motion was made by Representative Tucker, seconded by Representative Thomas to approve the minutes of the February 21, 2020 meeting. All approved in the affirmative by voice vote.

*Subcommittee Reports:* There were no subcommittee reports.

*Opening Remarks:*

County Administrator Jennifer Fish welcomed everyone to the 2020 Annual Budget Meeting and highlighted some of the changes to the budget since the Public Hearing in December. She noted that the proposed appropriations totaled \$42,229,128; an increase of \$1,065,668 from the budget proposed in December. The proposed county tax though reduced showed an increase of 3.63% over the 2019 county tax.

- The surplus to reduce taxes totaled \$3,600,000.
- A 1.5% cost of living increase for all employees;
- A 2% cost of living increase for Department of Corrections union members (SEA) per the collective bargaining agreement;
- \$1.00 per hour increase for employees in the nursing department (RNs/LPNs/MNAs/LNAs);
- Negotiations are still ongoing with AFSCME, the union representing certain employees at the Berlin Nursing Home;

- The SNS contract for IT upgrades in the amount of \$370,000 to be paid over a period of five years;
- The proposed renovations to the County House were removed as the Commissioners have recommended that the Delegation sell the property;
- A request of \$25,000 for a new steamer for the Berlin Nursing Home is not included in the proposed budget; and
- The IDN funding request of \$192,408 was not budgeted in 2019 and not included in the 2020 proposed budget.

The unincorporated places budget totaled \$1,536,105 compared to the 2019 budget of \$1,722,706.

Chairman Moynihan began the review of the Nursing Hospital budget by department. Representative Hatch questioned the sizeable increase in Nursing Assistants' Salaries. Laura Mills, NHA, replied that she budgeted all positions as filled.

The total proposed appropriations for the West Stewartstown Nursing Hospital including specials totaled \$12,769,620.

The Chair continued with the Berlin Nursing Home budget. A motion was made by Representative Laflamme, seconded by Representative Noël to add the steamer/kettle as a special in the amount of \$25,000.

Lynn Beede, NHA, stated that the old steamer was not descaled properly according to the equipment user manual and not covered under the warranty. The new steamer will not require that type of maintenance.

The motion was approved by roll call vote 8-0:

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

The total proposed appropriations for the Berlin Nursing Home including the specials totaled \$14,512,358.

Ms. Fish stated that the IDN funding request for 2019 was not in the 2019 budget as the amount was unclear at that time. However, all ten of the counties have since agreed to pay 50% of their requested amounts. Coös County received a request from the State of NH DHHS in February 2020 for the 2019 donation of \$192,408, which was not included in the 2019 budget. A motion was made by Representative Hatch, seconded by Representative Merner to add \$192,408 to the 2020 county budget.

Representative Hatch requested that some type of reporting be submitted for the work done in the county. Kris van Bergen, IDN7/North Country Health Consortium replied that a report was submitted at the December meeting and will continue to submit reports as requested.

Chairman Moynihan also noted that the Department of Corrections received \$35,000 from the program. Superintendent Champagne stated that the funds are for MAT and case management. Due to the COVID19 some services are currently suspended.

There was a brief discussion on whether the funds should be taken from the undesignated funds or be appropriated in the 2020 budget. County Treasurer Sue Collins stated that since there was no supplemental budget in 2019 for the appropriation; she suggested appropriating both amounts in the 2020 budget for a total amount of \$577,223. Both Representative Hatch and Representative Merner agreed to amend their previous motion. The amended motion was as follows: A motion was made by Representative Hatch, seconded by Representative Merner to amend the Integrated Delivery Network Services line item from \$388,044 to \$577,223. The motion was approved by roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

The Chair continued the review of the County Government budgets.

Representative Thomas voiced her concerns that there are too many correctional officers at the Department of Corrections; additionally, she noticed that a local newspaper had an advertisement for correctional officers at the Department of Corrections. Superintendent Champagne replied that the Department of Corrections was not overstaffed and the advertisement was for vacancies in the department. The Chair inquired if the hiring would affect the current budget. Superintendent Champagne replied that the positions were budgeted as filled. Commissioner Samson asked if the Superintendent would be able to provide a geographical location by residence of the inmates. The Superintendent replied that he would provide the information.

Chairman Moynihan stated that the County Specials showed that the amount for the administrative building renovations had been removed and that the Delegation will need to take action in the future to sell the property.

He proposed that the original appropriation of \$211,800 be reinstated in the budget for renovations and a grant revenue of the same amount. He continued that based on the current COVID19 situation it has brought to the forefront that county staff should not be located in the nursing home. There may be a need to do something with this option. Representative Laflamme asked how soon staff could be moved to the house as he also agreed that county staff should not be in the nursing home. Ms. Fish replied that bids are needed for the renovations. Representative Laflamme asked if the computers, phones, etc. could be moved without renovations at this time. Ms. Fish replied that ADA requirements were also an issue unless waived for the time being. Commissioner Brady agreed with Representative Laflamme's concerns about the county staff being located in the nursing home. Representative Hatch asked if it was feasible to move on one level temporarily. Ms. Fish stated that the initial quote was from Danny Hebert Inc. A motion was made by Representative Hatch, seconded by Representative Laflamme to restore the \$211,800 to the Administrative Building Renovations under County Specials.

Representative Tucker asked why staff was not working from home as are other businesses in the various communities. Ms. Fish replied that the system is not set up as such and there is no access at this

time. Representative Tucker was shocked and stated that this was not a good solution and should not be included in the budget. She was not happy with the proposal. The motion passed by roll call vote 6-2.

Representative Craig	no	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	no

The total revised appropriations for the County Government budget including specials totaled \$14,174,119.

Chairman Moynihan and Director of Finance Carrie Klebe reviewed the changes to the budget:

Berlin Nursing Home/Steamer Kettle	+25,000
2019 IDN Funding	+189,179
Administrative Building Renovations	<u>+211,800</u>
Total changes:	\$425,979

A motion was made by Representative Hatch, seconded by Representative Merner to approve the total amended appropriations budget of \$42,655,107. The motion was approved by roll call vote 7-1.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	no
Representative Laflamme	yes	Representative Tucker	yes

While reviewing the County Government revenues, Chairman Moynihan noted that the revenue/grant for the administrative building would need to be restored in the amount of \$211,800. The Director of Finance requested that the line item name be changed to Administrative Building Facility Loan/Grant instead of USDA Community Facilities Direct Loan/Grant. A motion was made by Representative Hatch, seconded by Representative Noël to restore the revenue for the administrative building in the amount of \$211,800 and that the line item name be changed to Administrative Building Facility Loan/Grant instead of USDA Community Facilities Direct Loan/Grant. The motion was approved by roll call 7-1.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	no

The Director of Finance provided the change in the county tax to the Delegation. The revised figure with changes totaled \$16,374,362; a 5.14% increase over last year.

A motion was made by Representative Hatch, seconded by Representative Noël to approve the estimated revenues of \$42,655,807. The motion was approved by roll call vote 7-1.

Representative Craig	no	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

The Unincorporated Places Budget contained a summary for the County's 23 Unincorporated Places. The total appropriations and revenues for 2020 were \$1,536,105. There were no questions.

A motion was made by Representative Tucker, seconded by Representative Hatch to approve the total 2020 appropriations in the amount of \$1,536,105. The motion was approved by roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

A motion was made by Representative Tucker, seconded by Representative Hatch to approve the total 2020 estimated revenues in the amount of \$1,536,105. The motion was approved by roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

The following resolutions were read by Chairman Moynihan:

#### RESOLUTION #1

Be it resolved by the Coös County Delegation duly convened on this twenty-seventh day of March 2020, that the sums hereinafter detailed in this resolution are hereby appropriated and the total amount for the fiscal year ending December 31, 2020, shall be \$42,655,107 for the County budget not including the Unincorporated Places. A motion was made by Representative Hatch, seconded by Representative Merner to approve Resolution #1. The motion passed by a roll call vote 6-2.

Representative Craig	no	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	no
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #2

Be it resolved by the Coös County Delegation that the sum of \$22,680,745 is hereby adopted as the estimated income from sources indicated for the fiscal year ending December 31, 2020. A motion was made by Representative Hatch, seconded by Representative Noël to approve Resolution #2. The motion passed by a roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes

Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #3

Be it further resolved that the total appropriation being in excess of the total estimated income in the amount of \$16,374,362. The Treasurer shall issue her warrant to the Towns and City in the County for this amount. A motion was made by Representative Hatch, seconded by Representative Laflamme to approve Resolution #3. The motion passed by a roll call vote 6-2.

Representative Craig	no	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	no
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #4

Be it resolved that \$3,600,000 of the operating surplus for the year 2019 be appropriated in the 2020 Budget for the purpose of reducing taxes for 2020. A motion was made by Representative Craig, seconded by Representative Merner to approve Resolution #4. The motion passed by a roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #5

Be it resolved by the Coös County Delegation duly convened on this twenty-seventh day of March 2020 that in order to comply with Department of Revenue Administration instruction, the Delegation separately approves total appropriations of \$1,536,105 and revenues of \$1,536,105 for the Coös County Unincorporated Places for calendar year 2020. The Unincorporated Places Budgets for 2020 are adopted separately from the Coös County Budget.

Atkinson & Gilmanton Academy Grant	\$ 15,264
Bean's Grant	2,383
Bean's Purchase	12,916
Cambridge	102,722
Chandler's Purchase	2,956
Crawford's Purchase	6,687
Cutt's Grant	2,379
Dix Grant	19,560
Dixville	254,627
Erving's Grant	1,588
Green's Grant	75,832
Hadley's Purchase	379
Kilkenny	6,077
Low & Burbank Grant	4,679
Martin's Location	9,227
Millsfield	531,500
Odell	34,587
Pinkham's Grant	98,393

Sargent's Purchase	27,580
Second College Grant	21,237
Success	139,112
Thompson & Meserve Purchase	59,699
Wentworth Location	<u>106,721</u>
Total	\$1,536,105

A motion was made by Representative Merner, seconded by Representative Thomas to approve Resolution #6. The motion passed by a roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #6

Be it resolved that \$50,000 of the 2019 Budget Surplus Balance be added to the 53<sup>rd</sup> Payroll 2020 Fund. A motion was made by Representative Merner, seconded by Representative Thomas to approve Resolution #6. The motion passed by a roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #7

Be it resolved that \$200,000 of the 53<sup>rd</sup> Payroll 2020 Fund be removed from Committed Funds and moved to the 2020 Budgeted Revenues. A motion was made by Representative Hatch, seconded by Representative Tucker to approve Resolution #7. The motion passed by a roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #8

Be it resolved that \$14,506.03 of the 2019 Budget Surplus Balance be reserved and added to the following accounts for interest earned in 2019:

Interest on Sick Trusts 2019	\$4,615.87
Interest on Facility Fund 2019	\$1,728.46
Interest on Decommission Fund 2019	\$7,109.79
Interest on Vehicle Reserve Fund 2019	\$1,051.91

A motion was made by Representative Hatch, seconded by Representative Merner to approve Resolution #8. The motion passed by a roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #9

Be it resolved that (\$31,470.93) of Fund 04-Farm be transferred from Fund 04 to Fund 03 (General Fund) to close the fund. A motion was made by Representative Hatch, seconded by Representative Noël to approve Resolution #9. The motion passed by a roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

#### RESOLUTION #10

Be it resolved that \$75,000 of the Sick Leave Trusts be removed from Committed Funds and moved to the 2020 Budgeted Revenues. A motion was made by Representative Hatch, seconded by Representative Merner to approve Resolution #10. The motion passed by a roll call vote 8-0.

Representative Craig	yes	Representative Merner	yes
Representative Fothergill	absent	Representative Moynihan	yes
Representative Furbush	absent	Representative Noël	yes
Representative Hatch	yes	Representative Thomas	yes
Representative Laflamme	yes	Representative Tucker	yes

#### Other Business:

Chairman Moynihan noted that the next Delegation Quarterly Meeting is scheduled for April 24. The meeting will be held in the same concept, remotely. The Second Amendment discussion was set to be held at the April meeting; however, in light of COVID19, he suggested that the discussion be rescheduled to the next acceptable date. A motion was made by Representative Hatch, seconded by Representative Merner to reschedule the public debate on the Second Amendment to the next acceptable date. The motion was approved in the affirmative by voice vote.

Chairman Moynihan reiterated that the next Quarterly Meeting will be held Friday, April 24 remotely. He will provide further information at a later date.

A motion was made by Representative Merner, seconded by Representative Thomas to adjourn the meeting at 12:40 p.m. The motion was approved unanimously by voice vote.

Respectfully submitted,

Representative Larry Laflamme, Clerk