ORIGINAL

**County of Sullivan, NH**
**EXECUTIVE FINANCE COMMITTEE MEETING MINUTES**
**July 1, 2014, 8:30 AM**

*Meeting Place:*
*Remington Woodhull County Complex*
*Commissioners Conference Room*
*14 Main Street, Newport, NH, 03773*

**Delegates Present**: Jim Grenier, EFC, District 7; Sue Gottling, Executive Finance Committee (EFC) Chair, District 2; Virginia Irwin, EFC, District 6; and John Cloutier, Chair, District 10.

**Delegates Absent**: Andy Schmidt, Clerk, District 1 and Raymond Gagnon, EFC, District 5

**County & State Personnel Present**: Jessie Levine, County Manager

**8:30 AM** First Discussion was approval of the minutes from the June 10 2014 meeting. There were several changes. Motion to approve the minutes as amended by Rep. Grenier, seconded by Rep. Irwin. Approved.

Next discussion was about sending letters to grant recipients. Rep. Gottling wanted to know who should sign them since we are adding more criteria to a few.

The EFC would like the Soup Kitchen in Claremont to work more closely together and the EFC will also notify Road to Independence that they are writing to the DHHS, Bureau of Adult Services (or the proper bureau that funds services for disabled adults) asking them to consider this program.

The EFC will also write to the Claremont City Council regarding the lack of direct support from the City of Claremont for the Human Services programs, which receive County grant funds. We are especially concerned about the meals program. We have asked the two programs to keep a record of where the participants come from. Ms. Levine will include a grid for them to use.

Rep. Irwin will develop a draft of the letter to DHHS regarding Road to Independence and share with the EFC. In all the grant notifications we will let them know that the EFC will meet with them midyear to review their programs.

Ms. Levine then discussed the IT contract with the Committee. After initial review, it was learned that several departments need software upgrades. This increases the costs over what was budgeted in FY14. The question is do we overspend the FY15 budget or encumber from FY14 under spent funds within the department? The general facility was to use the FY14 funds. There is at least $25,000 needed to replace Windows XP, which will come from the FY14 funds.

Ms. Levine also talked about the funds that will be lapsed from FY14. She is preparing a report for the next Commissioners' meeting which is July 15.

**9:40 Motion to adjourn the meeting. Made by: ?. Seconded by: ?. A voice vote was taken, with all voting in favor of the motion.**

Respectfully submitted,

Virginia Irwin, Secretary Pro Temp
Sullivan County EFC

VOI/kbs

Date minutes approved: 10/06/2014