

## SULLIVAN COUNTY DELEGATION – EXECUTIVE FINANCE COMMITTEE

Sullivan County Commissioners Room

14 Main St. Newport

Meeting Date: May 30, 2014

Present: Reps. Jim Grenier, Suzanne Gottling, Ray Gagnon, Virginia Irwin and

Absent: Andy Schmidt

Staff present: Jessie Levine, County Manager

Guest Present: Liz Chipman from Community Alliance

Rep. Gottling asked Liz Chipman to respond to questions about the operation of the Community Alliance. The initial concern was prompted by notice that the Volunteer Driver Program was not funded until the end of the fiscal year. Ms. Chipman reviewed the 10 month statement of expenses dated April 30, 2014. There was a general discussion about how the County funds are apportioned to the Volunteer Driver Program. Rep. Grenier wanted to know if more could be used towards paying the mileage to the drivers and not for operations. Rep. Grenier indicated that the amount going towards the program was not as much as expected.

Rep. Gottling was concerned about the management costs. She indicated that COA from New London does not pay their drivers yet they have a similar program.

Ms. Chipman explained that since coming on board she is reviewing the overall operations of the agency. The Alliance Board is looking at ways to become more efficient. Rep. Grenier talked about the funding from area towns and his belief was that the funds were for transportation and not other agency programs.

Rep. Gottling asked if the agency must purchase the size of busses they run rather than smaller vehicles. Rep. Gottling suggested that Community Alliance ask the Congressional Delegation about other ways to use the federal ICT funds. Rep. Gottling would like the agency to be more cost effective.

Rep. Grenier asked about providing service again to the Sullivan County Complex to bring employees. Is has been eliminated as of this date.

Ms. Chipman talked about future plans to work with the City of Claremont to help fund the transportation service.

The EFC made some suggestions to Ms. Chipman about other groups to work with. Ms. Chipman was invited to come back to the EFC in early September.

Rep. Gottling asked for a sample bus route for a typical week. Rep. Gottling would like to see the rider ship, stops etc. It was suggested it be the first week in August.

Ms. Levine went over her memo of May 29, 2014. See attached.

Rep. Grenier asked about the parking project at the County Complex. There was an increase of \$325,000 to include more of the Complex rather than just the area around the biomass project. Rep. Grenier asked for a more through explanation for the delegation meeting.

There was a question about the parking lot in Newport. It is still an ongoing project but it needs to be addressed fairly soon.

The unassigned fund balance is \$5,654,484. The Commissioners have taken \$709,100 for capital projects. That leaves us with \$4,945,384 of unassigned funds. There is also \$478,792 in the Capital Reserve fund. Ms. Levine said she would rather leave the \$478,792 in place until there is a long term capital expenditure plan. Rep. Grenier asked if we could take more of the fund balance to level fund the tax rate.

There was a discussion about the new positions: half increase in the County Attorney's Office, half time retained in the Registry Office, full-time laundry worker; and half increase in the Facilities Department. Ms. Levine is meeting with Ted Purdy to talk about the Complex positions and she stated that the Registry position is not needed.

Rep. Grenier asked about the interns and the summer positions for the County Forester. Rep. Grenier is concerned that the interns be supervised especially for our liability.

Rep. Irwin asked about the increase in staffing in the Facilities Department. This person would support both the County Forester and the general maintenance department and the biomass facility on the weekends. There is also a little bit of confusion about the role of the Conservation District and our forestry / land needs. Ms. Levine will look into this relationship and determine if we get reimbursed from the USDA for the Conservation District Manager's, Lionel Chute, time.

General discussion about the votes needed at the County Convention. Ms. Levine will prepare them for the meeting. They relate to giving her authority to draw from certain accounts.

There was general discussion about the numbers of employees in the Registry Office. Right now there are three and a half employees and a Registrar. Rep. Grenier moved and Rep. Irwin seconded that the half position be eliminated. The vote was unanimous. This is a savings of \$14,778. The EFC also supported the half increase in the Facilities Department.

There was general discussion about the capital projects. There are also two projects being funded from the assigned fund balance; Nursing Home market study and countertops for the Nursing station. These are not "capital" projects. Some of the other items being funded are also not capital. See attached memo (carpeting, dryer units etc.)

The next discussion was about County grants – It was recommended that the EFC fund the following:

- Good Beginnings of Sullivan County \$30,000

- West Central Behavioral Health \$10,000
- Lake Sunapee Area Mediation Program \$10,000
- Big Brothers Big Sisters \$5,000
- Turning Points Network \$60,000
- Community Alliance of H.S. – Family Services \$25,000
- Community Alliance of H.S. – Transportation \$25,000
- Claremont Soup Kitchen \$15,000

The recommendation is not to fund His Helping Hands but a final decision was not made.

Rep. Gottling gave out minutes which we need to approve at the next meeting. We will meet June 10 at 9 AM in Newport.

Respectfully Submitted,

Rep. Virginia Irwin  
Secretary Pro-Temp

DRAFT