

**Sullivan County Delegation:  
Executive Finance Committee Meeting Minutes**

**June 15, 2010 8:30 AM**

**Location: Remington Woodhull County Complex  
14 Main Street, Newport NH 03773  
1<sup>st</sup> Floor – Commissioners' Conference Room**

**EFC Members Present:** Rep. Suzanne Gottling, John Cloutier, Philip "Joe" Osgood, Beverly Rodeschin

**EFC Members Absent:** Rep. Jim McClammer (Entered meeting at 8:38 AM)

**County Elected Official and Employees Present:** Registrar of Deeds Sharron King, County Administrator Greg Chanis, Department of Corrections Superintendent Ross Cunningham

**Public Present:** Former Rep. Larry Converse of Claremont, Ann Nielsen of Sunapee

EFC Chair, Rep. Gottling called meeting to order at 8:33 am.

Rep. Rodeschin moved, Rep. Osgood seconded a motion to approve the minutes of both the May 28 and June 10, 2010 EFC meetings with minor spelling corrections in the May 28<sup>th</sup> minutes.

Motion approved unanimously by voice vote.

Registrar of Deeds King discussed her departments budget, including a budget proposal to share a staff person now in her department with the County Attorney's office.

Rep. McClammer entered meeting at 8:38 am.

Ms. King said the making the Registry clerk's position part-time so that the employee could work the rest of the time for the County Attorney could create a lot of problems with the operations of the Registry of Deeds especially in regard to timely recordings of real estate transfers.

She stated that since becoming Registrar in 1985, she has reduced the number of her department's full-time staff by two at the delegation's suggestion. Reducing the staff further would be counterproductive.

She said the County Attorney's office does need an extra part-time staff person to help with scanning duties, but said it shouldn't hurt the Registry of Deeds.

EFC members then questioned Mr. Chanis about the proposal in the commissioners proposed Fiscal Year Budget 2011 to have the Registry share an employee with the County Attorney.

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Registrar King said, County Attorney Marc Hathaway had requested a part-time staffer to do scanning a few years ago, a request which was eventually removed from his budget. Ms. King said she had then offered to share a staff person with the County Attorney's Office for scanning purpose when her department had down time.

Rep. Rodeschin expressed strong support for the Registry of Deeds since it brings in revenue to the county. She suggested that a part-time position be added to the County Attorney's Office to do scanning but the chair said adding a part-time position would increase the overall county budget.

Rep. Rodeschin then requested that County Attorney Marc Hathaway be brought later in the meeting to discuss his proposed budget, which chair said she would attempt to do.

Registrar King then reviewed the rest of her proposed budget. Said she was generally satisfied with most of the line items except the telephone/internet item, which she believes was inaccurately set by the commissioners at \$3,696 for Fiscal Year 2011. Mr. Chanis explained that the county is now in the process of changing phone companies and revaluating each county department's share of the total phone bill.

Ms. King left meeting at 9:27am.

Then DOC (Department of Corrections) Superintendent Ross Cunningham reviewed the DOC's proposed budget with EFC. Superintendent Cunningham started to review the proposed DOC staffing plan in the commissioner's Fiscal Year 2011 Budget, including new portions added within the past two fiscal years. These portions have been added because of the new Community Corrections Center, which is scheduled to open in mid-July 2010 according to Mr. Cunningham. Some of the portions may be funded from public and private grants.

Mr. Cunningham said DOC has been able to stay fully staffed despite some temporary military deployments by current DOC staff.

He added that the new Community Corrections Center is "uncharted territory" in regard to its overall affect on future DOC budgets. But he believed that the current budget is "very lean" especially in regard to staffing a new jail.

The chair and Rep. Rodeschin both requested a tour of the new Community Corrections Center before tonight's public hearing on the commissioner's budget in Claremont a request, which Mr. Cunningham said he would try to honor.

Superintendent Cunningham then discussed how the DOC now handles inmates with mental health issues in light of recent state cutbacks in public mental health services. Distributed a 6-14-10 memo he sent to Mr. Chanis and the Commissioner's attached to a 6-8-10 memo from N.H. Hospital in regard to much cutbacks.

Next, he reviewed various DOC budget line items, saying that he has tried to be "lean" with all his requests, including no additional capital items. He stated that the total capacity for the new Community Corrections Center is 72 beds with 48 male beds and 24 female beds. He added that the

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capacity for the DOC overall is for a maximum of 170 inmates, which he anticipates not reaching in the foreseeable future.

Also, stated there are no immediate plans to accept inmates from other communities for the drug treatment programs at the new Community Corrections Center. But he believes that if such inmates are accepted then they should be returned to their sending County at the end of such treatment.

Mr. Chanis said the total amount of cases paid by Sullivan County to the N.H. Association of Counties is \$13,727 for calendar year 2010, also distributed a 6-15-10 memo form High Sheriff Mike Prozzo in regard to how the recent budget adjustment bill signed into law by Governor Lynch affects the sheriff's Department.

Mr. Chanis then discussed how the proposed salaries and benefits increased for all employees affects the proposed Fiscal Year 2011 Budget.

County Attorney Marc Hathaway entered meeting at 11:12 am. to discuss his office's proposed budget, including sharing a half-time employee with the Registry of Deeds for scanning purposes. Explained that under the commissioners proposal, the employee would work mornings in the Registry and afternoons in the County Attorney's office. Said his office has a "compelling" need for a part-time employee, not a full-time employee.

Said he understood Registrar King's concern about sharing one of her employees with the County Attorney. Stated that he would do his best to make the proposed employee sharing benefit both departments.

Rep. Rodeschin expressed concern about the Registry of Deeds losing an employee even half the time to the county Attorney. Said she would rather add a half-time employee for the County Attorney, even if it means increasing the overall county budget.

Mr. Hathaway left meeting at 11:31 am.

Mr. Chanis then reviewed proposed capital items for SCHC (Sullivan County Health Care).

High Sheriff Prozzo entered meeting at 11:43 am.

Me. Cunningham returned to meeting at 11:51 am.

Mr. Chanis continued reviewing proposal capital items for Cooperative Extension Building and County Complex in Unity.

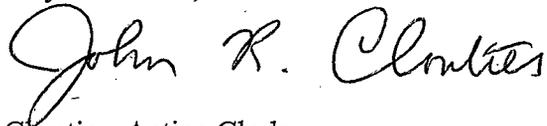
Finally, he stated that all capital item proposals total \$626,500 with all of it coming from federal stimulus funds.

EFC briefly discussed tonight's public hearing, future EFC meetings and recent developments in regard to federal stimulus funds.

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Rep. Cloutier moved, Rep. Osgood seconded a motion to adjourn at 12:05pm.

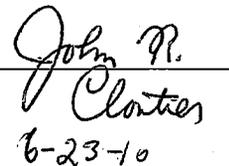
Respectfully submitted,



John R. Cloutier, Acting Clerk  
Executive Finance Committee  
Sullivan County State Delegation

JR / lg

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6-23-10