

Multi II Subcommittee

March 5, 2018

Members present: Karen Umberger

Others present: Ed Comeau, David Babson, Amanda Bevard, Kathy, Bob and John Rich

Information Technology. There was an open question about ACS costs and why we still needed to keep the payroll portion of ACS. The payroll portion contains the historical information on payroll and needs to be maintained. One of the biggest areas is retirement. The contract for the payroll portion went up \$1500. We did not renew our contract for Kronos and that reduced the county wide contracts line by \$12,000. Since Ed was in attendance we recommended approval of the the Information technology budget. Ed made the motion and I seconded. Vote 2-0.

Capital Expenditures: We went through the Admin building request. Security cameras have been requested for \$30,000. It was suggested the Commissioners check with the NH Homeland Security Department to determine if the county might apply for a grant to help fund this item. They will get back to us with an answer.

The parking lot and road redo is estimated at \$91,000. I agree that this work needs to be accomplished.

ADA compliance for \$61,000. The key feature of this request is swipe cards for entrance into the building and into the offices for the employees currently keys are being used and over the years keys have been lost. The offices will be open to the public with the exception of the Sheriff and the County Attorney. These offices are currently not available to the public unless buzzed in. Additionally, wheel chair access will be installed at the front and back doors. The blue push buttons will be mounted on a post outside and on the inside. Also doors will have lever handles. We probably should fund this as access for persons with disabilities is limited unless they are accompanied by another person.

Admin building. Contracted fees and services now contains the costs for 6 generators on the complex. Last budget this was accounted for in different areas. Bob indicated there was no change in the price, just aggregated un this item.

Maintenance Supplies. The Nursing home purchases the maintenance supplies (toilet paper, paper towels, cleaning supplies) and charges the Admin building for what they use.

Electricity. We asked Kathy to get us the electric bills for October, November and December so we can see what is happening with electric costs. She will also give us the figures from 2016 to see how they compare. Bob increased the request by 3% over his original request of \$51,200 which was not what was budgeted. Once we see the figures a decision will be made on this line.

When we were discussing this area we learned that transfers were not included in either the expense or the adopted budget so any item that had had a transfer in or out was not accurate on the final dollars for FY 17. Kathy will prepare a spread sheet identifying the dollars spent. She will do this for all transfers that occurred in 2017.

Vehicle Expenses. The Commissioners have indicated they plan to go to two vehicles for the Admin building for next year. The Sheriff is replacing two vehicles and they will use them. My concern was I did not want to do any major maintenance on the vehicle they have if they are planning to use both of the sheriff's vehicles.

Maintenance/Building repairs. This figure increased because Bob had combined the dollars from accounts 078/081 and 082 into this line.

BEAS The County does not get the billing from the state until June. Last year's billing was \$4,887,092.04 and they are requesting \$5,250,000. I find this to be acceptable.

Commissioners. The new medical and dental rates were not available. I asked that they try to have them by our meeting on the 19th as this will affect all areas of the budget.

The Administrator still needs to check with Minuteman Press to see how much the annual report is going to cost for printing.

Ossipee taxes. I asked if anyone knew whether or not the taxes were going to go up. They did not know. I asked them to check so we would have the correct dollars in the budget.

Administrative Assistant. Currently the position is vacant and has been vacant for 8 months. I asked if it could go to part time. Amanda is going to provide a reply to this and why the position needs to be 40 hours. We also want to know if the job description has changed as they were talking about helping out in the business office.

Special Fees and Services. Since the Commissioners had encumbered \$10,000 in 2017 for the study there is no reason for this to be in the budget. The Delegation had agreed to put \$10,000 in the budget, but it appears to be no longer necessary.

Advertising. This is advertising to fill vacant positions. Since this is an HR function and the HR person is working in the business office I believe this should go under the commissioner's budget.

Inmate medical fund. If this is necessary it should go into the jail budget. I recognize this is for out of the ordinary expenses, but it is still associated with the jail.

Emergency fund. I realize this was significantly reduced, but I am not sure this should be funded.

The next meeting is March 12th at 10 AM.

Karen Umberger