

MINUTES OF ROCKINGHAM COUNTY DELEGATION

Public Hearing: Commissioners Proposed 2009 Budget

Thursday, January 29, 2009 at 7:00 p.m.

Hilton Auditorium, Rockingham County Nursing Home, Brentwood NH

The Chairman of the Rockingham County Delegation conducted a Public Hearing on Thursday, January 29, 2009 at 7:00 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to conduct a Public Hearing on the Commissioner's Proposed 2009 Budget (RSA 24:23).

Rep. Norman L. Major, Chairman of the Rockingham County Executive Committee, called the Public Hearing to order at 7:00 p.m.

Chairman Rausch recognized Rep. Gene Charron who delivered the Invocation.

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Chairman Major recognized Rep. John Flanders who led the Pledge of Allegiance.

Chairman Major reviewed the ground rules of the meeting. He explained that he would recognize the public to entertain questions and comments after each department's budget proposal was read.

Chairman Major recognized Commissioner Katharin Pratt, who provided an overview of the Commissioners 2009 Budget Proposal. Commissioner Pratt reviewed the budget highlights explaining that there is a zero percent increase to the operating budget, no regrades, and no new positions. She noted that the overall budget has a 4 percent increase. She outlined those items significant in this year's budget proposal, which includes the employee pay plan, health insurance increases, and mandates from the state relative to the Long-Term Care Department, and the overall decrease in revenues and noted that the county is looking into ways to enhance revenues in the Nursing Home by opening a skilled nursing facility.

Chairman Major recognized Rep. Mary Griffin, Vice-Chair of the Delegation, who read the Commissioners 2009 Departmental Budget Proposals as follows:

Rockingham County 2009 Commissioner's Budget Proposal

Rockingham County Delegation – 87,579 (4 percent increase)
Treasurer – 33,303 (-1.9 percent decrease)
County Attorney – 2,812,155 (4.9 percent increase)
District Court – 205,765 (5.1 percent increase)
Medical Examiner – 45,601 (-18.0 percent decrease)
Sheriff's Department – 4,909,582 (2.9 percent increase)
Registry of Deeds – 1,407,716 (-1.2 percent decrease)
Commissioners – 182,960 (6.5 percent decrease)
General Government – 2,702,856 (-2.8 percent decrease)
Projects – 475,000 (0 percent increase)
Grants – 1,300,000 (0 percent increase)
Finance – 983,664 (12.7 percent increase)
Engineering & Maintenance – 4,295,408 (3.4 percent increase)
IT – 341,011 (3.0 percent increase)
Human Services – 16,893,138 (-6.4 percent decrease)
Jail – 9,890,881 (3.5 percent increase)
UNH Cooperative Extension – 553,463 (1.4 percent increase)
Human Resources – 424,230 (6.5 percent increase)
Non-County Specials – 282,500 (-2.2 percent decrease)
Long-Term Care Services – 25,309,207 (5.7 percent increase)

Total Revenues – 68,157,530 (4 percent increase)

Chairman Major called for questions and comments.

Rep. Cali-Pitts questioned if the county is eligible for money from the stimulus package. Ms. Young explained that the county is looking into receiving funds. Ms. Gates and Commissioner Pratt commented.

Discussion ensued relative to the Maintenance Department increased fuel costs and related expenses due to the December 2008 power outage. Ms. Gates explained the events and the expenses incurred which will be addressed in the form of a line item transfer to be taken up at the Executive Committee Meeting, following the Public Hearing.

Rep. Flanders made a motion to adjourn the Public Hearing. Rep. Belanger seconded the motion. The Public Hearing was adjourned at 7:25 p.m.

Respectfully submitted,
Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Clerk
Rockingham County Delegation

MINUTES OF ROCKINGHAM COUNTY EXECUTIVE COMMITTEE

Monday, February 9, 2009 at 5:30 p.m.

Hilton Auditorium, Rockingham County Nursing Home, Brentwood NH

The members of the Rockingham County Executive Committee met on Monday, February 9, 2009 at 5:30 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood. The purpose of the meeting was to review subcommittee budget recommendations, and vote to recommend the proposed 2009 budget to be presented to the full Delegation on Tuesday, February 17, 2009.

Rep. Laura Pantelakos, Chair, called the meeting to order at 5:30 p.m.

Rep. Gene Charron delivered the Invocation.

Rep. John Flanders led the Pledge of Allegiance.

Rep. David Welch, Clerk, conducted the roll call. Clerk Welch reported a total of 16 members present.

Members Present: Representatives Pantelakos, D.J. Bettencourt, Cali-Pitts, Casey, Charron, Flanders, Garrity, Gould, Griffin, Kappler, G. Katsakiores, Major, Reagan, Sedensky, Stiles, Weare, and Welch.

Excused: Representatives Introne and Quandt.

Chairman Pantelakos declared that a quorum was present.

Also Present: Commissioners Barrow, Pratt. Stritch; Steven Woods, Long-Term Care; Mary Jane Toth, Long-Term Care; Jude Gates, Engineering & Maintenance; Frank Stoughton, IT/Telecommunications; Superintendent Al Wright, Department of Corrections; Ann-Marie Nelson, Department of Corrections; Louise Turner, Department of Corrections; Major Mark Peirce, Sheriff's Department; Christine Croto, Sheriff's Department; Kate McGrath, Human Resources; Martha Roy, Human Resources; Claudia Boozer-Blasco, UNH Cooperative Extension; Diane Gill, Human Services; Theresa Young, Finance Officer; Kathy Nikitas, Finance Office; Cathy Stacey, Register of Deeds; Attorney James Reams, Attorney's Office; Cheryl A. Hurley, Delegation Coordinator.

SUBCOMMITTEE REPORTS:

Salary Subcommittee - Rep. Sedensky, Chairman of the Salary Subcommittee, reviewed the Salary Subcommittee report dated February 2, 2009, which included the recommendation of the 2009 summary of

health and benefits, 2009 position listing, 2009 pay plan, and request for adjustment to the salary and benefits and energy lines, per Theresa Young, Finance Officer, attached.

Rep. Sedensky made a motion to approve the position listing at 687. Rep. Reagan seconded the motion. The motion was approved by a voice vote.

Rep. Sedensky made a motion to approve the Salary Subcommittee Report and the 2009 Summary of Rockingham County Salary and Benefits as proposed. Rep. Reagan seconded the motion. The motion was approved by a voice vote.

Delegation – Rep. Katsakiores, Chairman of the Delegation Subcommittee, reviewed the Delegation Subcommittee Report dated January 16, 2009. Chairman Katsakiores explained that the subcommittee reviewed the budget and did not recommend any changes to the Commissioner’s proposal. Rep. Katsakiores made a motion to approve the Delegation Office budget at \$87,279. Rep. Reagan seconded the motion. The motion was approved by a voice vote.

Treasurer – Rep. Reagan, Chairman of the Treasurer’s Subcommittee, reviewed his report dated January 26, 2009. He noted that the subcommittee made a change to line 58300, Bond Bank Fees, by removing the amount of \$19,499 which was added to General Government TAN, leaving a 0 balance in the line. Rep. Reagan made a motion to approve the Treasurer’s budget at \$13,804. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

County Attorney- Rep. Weare, Chairman of the County Attorney’s Subcommittee, reviewed his report dated January 23, 2009. He noted that all amounts as shown in the Commissioner’s proposal were approved with the exception of line 53900, Conferences, which was reduced to \$20,603. Rep. Weare made a motion to approve \$2,790,305 for the County Attorney’s budget. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

District Court – Rep. Weare, Chairman of the County Attorney’s Subcommittee, made a motion to approve \$205,765 for the District Court budget. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Medical Examiner – Rep. Weare, Chairman of the County Attorney’s Subcommittee, made a motion to approve \$45,601 for the Medical Examiner’s Office budget. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Sheriff’s Department – Rep. Cali-Pitts, Chair of the Sheriff’s Subcommittee, reviewed her report dated January 23, 2009. Rep. Cali-Pitts noted that the subcommittee did not make any changes to the Commissioner’s proposed budget. Rep. Cali-Pitts made a motion to approve \$4,886,732. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Deeds – Rep. Crisler, Chair of the Deeds Subcommittee, reviewed her report dated January 26, 2009. Rep. Crisler noted that there is a decrease of 1.7 percent in the Deeds operating budget from 2008. She noted the decrease corresponds to an expected decrease in revenues by the downturn of the real estate Market. Rep. Crisler made a motion to approve \$1,395,566 for the Registry of Deeds budget. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

Commissioners – Rep. Reagan, Chairman of the Commissioners Subcommittee, noted the subcommittee did not make any changes to the Commissioner’s proposal. Rep. Reagan made a motion to approve \$180,410 for the Commissioners budget. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

General Government – Rep Reagan, Chairman of General Government, noted that the subcommittee reviewed the Commissioner’s proposal noting that a change was made to line 58100, Interest on Tax Anticipation Notes, by adding \$19,499, taken from the Treasurer’s Bond Bank Fees, for a total of \$359,499. Rep. Reagan made a motion to approve \$2,722,355 for the General Government budget. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

Projects/Capital Improvements –Rep. Charron, in Rep. Introne’s absence, made a motion to approve \$475,000 for the Project budget. Rep. Reagan seconded the motion. The motion was approved by a voice vote.

Rep. Charron, in Rep. Introne’s absence, made a motion to approve the 2009 Rockingham County Projects List. Rep. Kappler seconded the motion. The motion was approved by a voice vote.

Grants – Rep. Reagan, Chairman of the Grants Subcommittee, noted that the subcommittee did not make any changes to the Commissioner’s proposal. Rep. Reagan made a motion to approve \$1,300,000 for the Grants budget. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

Finance – Rep. Bettencourt, Chairman of the Revenue/Finance Subcommittee, reviewed his report dated January 30, 2009, noting that the subcommittee reviewed the Finance budget in detail; specifically, the 70 percent increase in software. He commented that he and the subcommittee were satisfied with the Commissioner’s and Ms. Young’s recommendation on that. Rep. Major questioned the increase. Rep. Bettencourt noted that there is also a 31 percent increase in the software/payroll project to a new system that is more updated. He noted that updates to be compatible to the new system were necessary, which over the long-term should reflect a savings. . Rep. Bettencourt made a motion to approve \$979,464 for the Finance Office budget. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

Engineering & Maintenance – Rep. Kappler, Chairman of the Maintenance Subcommittee, reviewed his report dated January 19, 2009. Rep. Kappler noted that the subcommittee met and discussed all line items and no changes were made to the Commissioner’s proposal. Rep. Kappler made a motion to approve \$4,434,078 for the Engineering/Maintenance budget. Rep. Charron seconded the motion. The motion was approved by a voice vote.

IT – Rep. Stiles, Chair of the IT Subcommittee, reviewed her report dated January 23, 2009. Rep. Stiles noted that the subcommittee reviewed the IT operating budget and made no changes to the Commissioner’s proposal. Rep. Stiles made a motion to approve \$341,011 for the IT budget. Rep. Charron seconded the motion. The motion was approved by a voice vote.

Human Services – Rep. Gould, Chairman of the Human Services Subcommittee, reviewed his report dated January 26, 2009. Rep. Gould explained that the subcommittee unanimously supported the Human Services budget as proposed by the Commissioners. Rep. Gould made a motion to approve 16,893,138 for the Human Services budget. Rep. Charron seconded the motion. The motion was approved by a voice vote.

Jail – Rep. Flanders, Chairman of the Jail Subcommittee, reviewed his report dated January 19, 2009. Rep. Flanders noted that the subcommittee reviewed the operating budget as proposed by the Commissioners. Rep. Flanders made a motion to approve \$9,815,861 for the Jail budget. Rep. Charron seconded the motion. The motion was approved by a voice vote.

UNH Cooperative Extension – Rep. Casey, Chair of the UNH Cooperative Extension Subcommittee, reviewed her report dated January 26, 2009. Rep. Casey made a motion to reduce line 53900 Conferences/Training/Continuing Education by \$2,000, as recommended by Ms. Boozer-Blasco, Director. Rep. Casey made a motion to approve \$563,463 for the UNH Cooperative Extension budget. Rep. Garrity seconded the motion. The motion was approved by a voice vote.

Human Resources - Rep. Reagan, Chairman of the Human Resources Subcommittee, reviewed his report dated January 26, 2009. Rep. Reagan noted that the subcommittee did not recommend any changes to the Commissioner’s proposal. Rep. Reagan made a motion to approve \$421,986 for the Human Resources budget. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

Non-County Specials – Rep. Charron, in Rep. Quandt’s absence, referring to the Non-County Specials Subcommittee Report dated January 23, 2009, made a motion to approve \$282,500 for the Non-County Specials budget. Rep. Welch seconded the motion. Rep. Welch questioned, noting that the Emergency Unit Fire Training was noted funded, as to whether this would preclude them to request funding in the future. Ms. Young

responded no and explained. Commissioner Pratt also explained. There being no further questions, the motion was approved by a voice vote.

Long-Term Care – Rep. Garrity, Chairman of the Long-Term Care Subcommittee, referred to his report dated January 23, 2009. He noted that all line items and revenue items in the Long-Term Care budget were reviewed by the subcommittee members. He noted that the Nursing Home is looking to increase the amount of skilled nursing beds to enhance revenues. Rep. Garrity made a motion to approve \$25,309,207 for the Long-Term Care budget. Rep. Charron seconded the motion. The motion was approved by a voice vote.

Chair Pantelakos recognized Rep. Major who had a question relative to the Maintenance budget. Specifically, Page 13 – Fuel for RCNH and Jail. He wanted to know if the fuel is prepaid, and questioned the increase from \$650,000 in 2008 to \$871,000 requested for this year. Ms. Gates explained that bids for fuel go out annually in September. She explained that the increase is due to the fact that we are coming off a one-year and two-year fixed price.

Revenues – Rep. Bettencourt, Chairman of the Revenues Subcommittee, referred to his report dated January 30, 2009. He explained that the subcommittee reviewed the revenues budget; specifically, the Registry of Deeds to see if revenue estimates are where they should be. He noted that they are confident that they are. Rep. Major questioned the Nursing Home revenues. Mr. Woods explained. Rep. Major questioned the cost on a per-day-basis for a resident in the Nursing Home and how does that figure compare to other counties. Commissioner Barrows commented regarding their effort to keep costs down. Commissioner Pratt, referring to Rep. Major's question, noted that they have not run that exercise for two to three years. Rep. Major wanted to know if the Commissioners will be running the exercise. Commissioner Pratt noted that she will call the New Hampshire Association of Counties to obtain that information.

Rep. Cali-Pitts questioned as we move forward to the skilled care area without increasing the number of beds, is it going to be more difficult for an individual with Medicaid to become a resident. Commissioner Barrows explained that we will most likely take our current nursing home patients to our skilled care facility. Discussion ensued.

Rep. Garrity added that we are also trying to increase the adult medical day care services which do bring in good revenues to the Nursing Home.

Rep. Bettencourt made a motion to approve \$68,157,031 for the Revenues budget. Rep. Charron seconded the motion. The motion was approved by a voice vote.

Chair Pantelakos recognized Rep. Charron who read the following 2009 Resolutions as proposed:

RESOLUTION 1 - 2009

Be it resolved that the Rockingham County Convention accept the position listing as presented with the total number of authorized positions for 2009 being 687 and that there will be no new positions created nor will there be any re-grading of positions or increase of number of positions, other than those budgeted, without approval of the Executive Committee.

It is understood that the Executive Committee need not approve any personnel change proposed by the County that results in placing the authorized position in the same or lower grade. Further, that the County must notify the Executive Committee at each quarterly meeting of any changes that may have been processed in order to provide an update to the accepted position listing.

In addition, it is understood that part-time employment pools are approved in the Human Resources Department, Nursing Home, Finance Office, County Attorney's Office, Jail, Sheriff's Department, UNH Cooperative Extension and that the pools be used for on-call coverage when necessary. In no case will any on-call employee be eligible for any benefit or permanent employment status. This does not preclude any department from obtaining temporary help from outside vendors to cover employment leave.

Rep. Charron made a motion to approve Resolution 1-2009 as presented. Rep. Welch seconded the motion. Chairman. Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 2 – 2009

Be it resolved that the Rockingham County Convention, upon the recommendation of the Executive Committee, recommend approximately \$485,000 for increases related to the new pay plan incorporated into the 2009 budget. In addition, the mileage reimbursement rate continues to mirror the Federal rate for 2009.

Rep. Charron made a motion to approve Resolution 2-2009 as presented. Rep. Flanders seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 3 – 2009

All of the policies of the County personnel system shall apply to the Rockingham Delegation employee(s) with the understanding that all references for necessary actions, approvals or exceptions in reference to Delegation employee(s) reside with the Officers of the Delegation in lieu of the Commissioners. Authorization requires the majority of the 5 officers. The officers include the Chairmen of the Delegation and Executive Committee, the Vice-Chairmen of the Delegation and Executive Committee and the Delegation Clerk.

It is further agreed that all references for any “O/DD” actions, approvals or exceptions resides with the Chairmen of the Delegation and the Executive Committee in lieu of the “O/DD”. Finally, any policies deemed appropriate and not specified or covered under the personnel system may be adopted by the Officers of the Delegation.

Rep. Charron made a motion to approve Resolution 3-2009 as presented. Rep. Reagan seconded the motion. Rep. Pantelakos called for questions. Rep. Cali-Pitts expressed concern regarding the language “authorization requires the majority of the 5 officers” in that if the majority of the 5 officers disapprove of the action, there is no full appeal to the Delegation. She commented that this sets a bad prescient. Rep. Pantelakos called for further questions. There were none. The motion was approved by a voice vote. Rep. Cali-Pitts opposed.

RESOLUTION 4 - 2009

I move that \$35,387 be appropriated for salary payments for the Delegation Coordinator.

Rep. Charron made a motion to approve Resolution 4-2009 as presented. Rep. Griffin seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 5 - 2009

Be it resolved that the Rockingham County Convention approve the following benefits as described below and approval of all benefits as outlined in the 2009 summary of salary and benefits *for those employees listed in the position listing, other than the union eligible. The Delegation Coordinator will receive benefits in accordance with personnel policies adopted for this position.*

COUNTY CONTRIBUTION % (FULL-TIME EMPLOYEES)

Health Benefits (Self-Insured)

<u>Membership</u>	<u>PPO</u>
Single	80%
2-Person	80%
Family	80%

Part-time employees contribute on a pro-rated basis.

Dental Benefits

Full-Time - 100% of all memberships
Part-Time - Pro-rated basis

Workers Compensation and Unemployment: Worker's Compensation is funded at 28.5% of the assigned risk rate per the recommendation of the Executive Committee. Unemployment funding recommended at \$3.00 per position in 2009.

Short-Term Disability: Short-Term Disability, a benefit adopted in 2000, is an accident and illness benefit, and is funded for a 26-week duration. Part-time employees contribute on a pro-rated basis.

Longevity

The Longevity benefit is as follows:	<u>Years</u>	<u>Payments</u>
	5	\$150
	10	\$300
	15	\$450
	20	\$750
	25	\$1000

Dependent Care: The Dependent Care flexible spending account is a benefit adopted in 2000 that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account.

Medical Spending Account: The Medical Spending Account is a \$4,000 employee funded benefit that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account.

Rep. Charron made a motion to approve Resolution 5-2009 as presented. Rep. Flanders seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 6 – 2009

Whereas: The County Convention has the power to raise county taxes and to make appropriations for the use of the county; and

Whereas: The County Commissioners are responsible for the day to day operation of the county; and

Whereas: The Executive Committee of the County has the authority to review the expenditures of the county after the adoption of the County budget; and

Whereas: From time to time it may be necessary to transfer funds appropriated for one purpose to augment appropriations for another; and

Whereas: The Commissioners and the Delegation are partners in oversight of the County budget;

Therefore be it Resolved: That pursuant to RSA 24:14, I, the County Convention hereby authorize a line item budget that the County Commissioners obtain prior written approval from the Executive Committee before transferring to or from any line once the aggregate over-expenditure in any line item reaches \$1,000. The County Commissioners are required to identify the line items whose appropriations will be reduced to cover the over-expenditure and obtain written approval from the Executive Committee before transferring to or from any line item. In any event, no department shall over-spend their department's bottom line, nor shall they split expenditures among budget lines in order to avoid a line item transfer without the Executive Committee's approval.

Rep. Charron made a motion to approve Resolution 6-2009 as presented. Rep. Reagan seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 7 – 2009

The Finance Office has the authority to make periodic transfers from appropriate budget lines to insure that the health and buyout benefit lines properly reflect the status of the accounts during the year.

Rep. Charron made a motion to approve Resolution 7-2009 as presented. Rep. Kappler seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 8 – 2009

All amounts appropriated for the Non-County Specials to be paid on a quarterly basis subject to the approval of the majority of the Board of County Commissioners.

Further, all agencies are required to submit a quarterly financial review describing activities for the prior quarter and their relationship to county funds distributed. These reports shall be submitted to the Rockingham County Finance Office prior to any distribution of subsequent quarterly payments.

Rep. Charron made a motion to approve Resolution 8-2009 as presented. Rep. Reagan seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 9 - 2009

Be it resolved that no audit study shall be conducted nor expenditure of such authorized without the prior approval of the Executive Committee.

Rep. Charron made a motion to approve Resolution 9-2009 as presented. Rep. Reagan seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 10 - 2009

That the Rockingham County Convention, in accordance with RSA 24:13, authorize \$73,143,520 in appropriations and \$70,758 in reserves and encumbrances for the use of the County during 2009. That \$41,779,570 be raised in new county taxes, that \$26,463,950 be accepted as an estimate of revenues from other sources, and that \$5,570,758 is accepted as fund balance for a total of \$73,814,278 in resources.

Rep. Charron made a motion to approve Resolution 10-2009 as presented. Rep. Welch seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote. Rep. Cali-Pitts opposed.

RESOLUTION 11 -2009

Be it resolved that the departmental budget requests be included with the Commissioners recommended budget proposals.

Rep. Charron made a motion to approve Resolution 11-2009 as presented. Rep. Reagan seconded the motion. Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 12 -2009

Authorization for Rockingham County to Pay 2010 Expenses (RSA 24:15)

Due to timing differences, the County runs without a signed operating budget during the months of January and February. Historical figures demonstrate that the January and February expenses will total approximately \$11.6 million.

Since RSA 24:15 states that “no County Commissioners or elected or appointed official shall pay, or agree to pay, or incur any liability for the payment of, any sum of money for which the County Convention has made no appropriation, I move that we, the County Convention, authorize the County to spend up to \$11.6 million for 2010 expenses during the months of January and February in anticipation of the subsequent approval of the 2010 budget.

Further, that the \$11.6 million be allocated proportionately to line items based on 2009 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/09.

Rep. Charron made a motion to approve Resolution 12-2009 as presented. Rep. Reagan seconded the motion. Rep. Welch explained that this is a continuing resolution that must be approved each year by the Convention. It makes good sense to request that the Delegation approve this at the time of the February 17, 2009 budget meeting so we do not have to call a special meeting of the Convention, as in years past.

Chairman Pantelakos called for questions. There were none. The motion was approved by a voice vote.

Chairman Pantelakos called for other business or questions or comments. There were none. Rep. Flanders made a motion to adjourn the meeting. Rep. Charron seconded the motion. The motion was approved.

There being no further business to come before the committee, Chairman Pantelakos adjourned the meeting at 6:58 p.m.

Respectfully submitted,
Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Clerk
Rockingham County Executive Committee

MINUTES OF ROCKINGHAM COUNTY DELEGATION MEETING
Tuesday, February 17, 2009 at 6:00 p.m.
Hilton Auditorium, Rockingham County Nursing Home, Brentwood NH

The members of the Rockingham County Delegation met on Tuesday, February 17, 2009 at 6:00 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to approve the 2009 County budget.

Rep. Norman L. Major, Chairman, called the meeting to order at 6:00 p.m.

Rep. Gene Charron delivered the Invocation.

Rep. John Flanders led the Pledge of Allegiance.

Rep. David A. Welch, Clerk, conducted the roll call. Clerk Welch reported a total of 58 members present at the time the roll was called.

Chairman Major declared that a quorum was present.

Members in attendance were: Rep. Norman L. Major, Chairman; Representatives Abbott, Allen, Baldassarro, Belanger, Bishop, Bridle, Brown, Cali-Pitts, Case, Casey, Charron, Comerford, Crisler, Cushing, DeSimone, Devine, DiPentima, Elliott, Emiro, Fesh, Flanders, Garrity, Gleason, Gould, Griffin, Hagan, Headd, Henson, Hoelzel, Howard, Hutchinson, Ingram, Itse, Kappler, G. Katsakiores, P. Katsakiores, Kolodziej, Lyons, Mann, McCarthy, Moody, Nevins, Nord, Packard, Pantelakos, Perkins, Priestley, Griffin, Reagan, J. Russell, K. Russell, Sanders, Sapareto, D. Scamman, S. Scamman, Sedensky, Smith, Splaine, Sullivan, Tucker, VanPatten, Weare, Webber, and Welch.

Excused: Rep. Bettencourt, Dowling, Ferrante, Kepner, McKinney, Norelli, Quandt, Stiles, and Wells.

Also Present: Commissioners Barrows, Pratt, Stritch; Theresa Young, Finance Officer; Kathy Nikitas, Finance; Steven Woods, Long Term Care Administrator; Jude Gates, Engineering & Maintenance; Frank Stoughton, IT/Telecommunications; Superintendent Albert Wright, Department of Corrections; Louise Turner, Anne Marie Nelson, Department of Corrections; Attorney James Reams, County Attorney's Office; Major Mark Pierce, Sheriff's Office; Sheriff Daniel Linehan, High Sheriff; Martha Roy, Human Resources Director; Claudia Boozer-Blasco, UNH Cooperative Extension; Cathy Stacey, Register of Deeds; Diane Gill, Human Services Director; Cheryl A. Hurley, Delegation Coordinator.

Chairman Major reviewed the ground rules for the meeting.

Commissioner Pratt provided an overview of the 2009 budget highlights. She noted that the budget presented is the recommendations of the Executive Committee.

Chairman Major recognized Rep. John Sedensky, Chairman of the Salary Subcommittee, who reviewed the recommendations of the Salary Subcommittee as noted in his report dated February 2, 2009.

Chairman Major recognized Rep. Mary Griffin who read Resolution 1-2009 as follow:

RESOLUTION 1 - 2009

Be it resolved that the Rockingham County Convention accept the position listing as presented with the total number of authorized positions for 2009 being 687 and that there will be no new positions created nor will there be any re-grading of positions or increase of number of positions, other than those budgeted, without approval of the Executive Committee.

It is understood that the Executive Committee need not approve any personnel change proposed by the County that results in placing the authorized position in the same or lower grade. Further, that the County must notify the Executive Committee at each quarterly meeting of any changes that may have been processed in order to provide an update to the accepted position listing.

In addition, it is understood that part-time employment pools are approved in the Human Resources Department, Nursing Home, Finance Office, County Attorney's Office, Jail, Sheriff's Department, UNH Cooperative Extension and that the pools be used for on-call coverage when necessary. In no case will any on-call employee be eligible for any benefit or permanent employment status. This does not preclude any department from obtaining temporary help from outside vendors to cover employment leave.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Mary Griffin who read Resolution 2-2009 as follows:

RESOLUTION 2 – 2009

Be it resolved that the Rockingham County Convention, upon the recommendation of the Executive Committee, recommend approximately \$485,000 for increases related to the new pay plan incorporated into the 2009 budget. In addition, the mileage reimbursement rate continues to mirror the Federal rate for 2009.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Mary Griffin who read Resolution 3-2009 as follows:

RESOLUTION 3 – 2009

All of the policies of the County personnel system shall apply to the Rockingham Delegation employee(s) with the understanding that all references for necessary actions, approvals or exceptions in reference to Delegation employee(s) reside with the Officers of the Delegation in lieu of the Commissioners. Authorization requires the majority of the 5 officers. The officers include the Chairmen of the Delegation and Executive Committee, the Vice-Chairmen of the Delegation and Executive Committee and the Delegation Clerk.

It is further agreed that all references for any "O/DD" actions, approvals or exceptions resides with the Chairmen of the Delegation and the Executive Committee in lieu of the "O/DD". Finally, any policies deemed appropriate and not specified or covered under the personnel system may be adopted by the Officers of the Delegation.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Mary Griffin who read Resolution 4-2009 as follows:

RESOLUTION 4 - 2009

I move that \$35,387 be appropriated for salary payments for the Delegation Coordinator.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Mary Griffin who read Resolution 5-2009 as follows:

RESOLUTION 5 - 2009

Be it resolved that the Rockingham County Convention approve the following benefits as described below and approval of all benefits as outlined in the 2009 summary of salary and benefits *for those employees listed in the position listing, other than the union eligible. The Delegation Coordinator will receive benefits in accordance with personnel policies adopted for this position.*

COUNTY CONTRIBUTION % (FULL-TIME EMPLOYEES)

Health Benefits (Self-Insured)

<u>Membership</u>	<u>PPO</u>
Single	80%
2-Person	80%
Family	80%

Part-time employees contribute on a pro-rated basis.

Dental Benefits

Full-Time - 100% of all memberships

Part-Time - Pro-rated basis

Workers Compensation and Unemployment: Worker's Compensation is funded at 28.5% of the assigned risk rate per the recommendation of the Executive Committee. Unemployment funding recommended at \$3.00 per position in 2009.

Short-Term Disability: Short-Term Disability, a benefit adopted in 2000, is an accident and illness benefit, and is funded for a 26-week duration. Part-time employees contribute on a pro-rated basis.

Longevity

The Longevity benefit is as follows:

<u>Years</u>	<u>Payments</u>
5	\$150
10	\$300
15	\$450
20	\$750
25	\$1,000

Dependent Care: The Dependent Care flexible spending account is a benefit adopted in 2000 that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account.

Medical Spending Account: The Medical Spending Account is a \$4,000 employee funded benefit that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Mary Griffin, Vice Chair of the Delegation, who read the department budget amounts recommended by the Executive Committee for approval.

Delegation: Rep. Griffin made a motion to approve \$87,279 for the Delegation Office budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Treasurer: Rep. Griffin made a motion to approve \$13,804 for the Treasurer's Office budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

County Attorney: Rep. Griffin made a motion to approve \$2,790,305 for the County Attorney's Office budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

District Court: Rep. Griffin made a motion to approve \$205,765 for the District Court budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Medical Examiner: Rep. Griffin made a motion to approve \$45,601 for the Medical Examiner's budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Sheriff's Department: Rep. Griffin made a motion to approve \$4,886,732 for the Sheriff's Office budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Registry of Deeds: Rep. Griffin made a motion to approve \$1,395,566 for the Deeds Office budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Commissioners: Rep. Griffin made a motion to approve \$180,410 for the Commissioners Office budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

General Government: Rep. Griffin made a motion to approve \$2,722,355 for the General Government budget. Rep. Belanger seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Projects: Rep. Griffin made a motion to approve \$475,000 for the Projects budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Rep. Griffin made a motion to approve the 2009 Projects List. Rep. Flanders seconded the motion. Chairman Major called for further questions. There were none. The motion was approved by a voice vote.

Grants: Rep. Griffin made a motion to approve \$1,300,000 for the Grants budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Finance: Rep. Griffin made a motion to approve \$979,464 for the Finance Office budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Engineering/Maintenance: Rep. Griffin made a motion to approve \$4,434,078 for the Engineering/Maintenance budget. Rep. Flanders seconded the motion. Chairman Major called for questions. Rep. Kappler commended Ms. Gates for her continued efforts in keeping the budget down despite the high costs for fuel. The motion was approved by a voice vote.

IT: Rep. Griffin made a motion to approve \$341,011 for the IT budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Human Services: Rep. Griffin made a motion to approve \$16,893,138 for the Human Services budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Jail: Rep. Griffin made a motion to approve \$9,815,861 for the Jail budget. Rep. Belanger seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

UNH Cooperative Extension: Rep. Griffin made a motion to approve \$563,463 for the UNH Cooperative Extension budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Human Resources: Rep. Griffin made a motion to approve \$421,980 for the Human Resources budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Non-County Specials: Rep. Griffin made a motion to approve \$282,500 for the Non-County Specials budget. Rep. Flanders seconded the motion. Chairman Major called for questions. Rep. Welch questioned the zero funding in the Emergency Unit Fire Training line. Ms. Young explained that they can request funding for next year.

There being no further questions, the motion was approved by a voice vote.

Long Term Care Services: Rep. Griffin made a motion to approve \$25,309,207 for the Long Term Care Services budget. Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 6-2009 as follows:

RESOLUTION 6 – 2009

Whereas: The County Convention has the power to raise county taxes and to make appropriations for the use of the county; and

Whereas: The County Commissioners are responsible for the day to day operation of the county; and

Whereas: The Executive Committee of the County has the authority to review the expenditures of the county after the adoption of the County budget; and

Whereas: From time to time it may be necessary to transfer funds appropriated for one purpose to augment appropriations for another; and

Whereas: The Commissioners and the Delegation are partners in oversight of the County budget;

Therefore be it Resolved: That pursuant to RSA 24:14, I, the County Convention hereby authorize a line item budget that the County Commissioners obtain prior written approval from the Executive Committee before transferring to or from any line once the aggregate over-expenditure in any line item reaches \$1,000. The County Commissioners are required to identify the line items whose appropriations will be reduced to cover the over-expenditure and obtain written approval from the Executive Committee before transferring to or from any line item. In any event, no department shall over-spend their department's bottom line, nor shall they split expenditures among budget lines in order to avoid a line item transfer without the Executive Committee's approval.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Griffin who read Resolution 7-2009 as follows:

RESOLUTION 7 – 2009

The Finance Office has the authority to make periodic transfers from appropriate budget lines to insure that the health and buyout benefit lines properly reflect the status of the accounts during the year.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Griffin who read Resolution 8-2009 as follows:

RESOLUTION 8 – 2009

All amounts appropriated for the Non-County Specials to be paid on a quarterly basis subject to the approval of the majority of the Board of County Commissioners.

Further, all agencies are required to submit a quarterly financial review describing activities for the prior quarter and their relationship to county funds distributed. These reports shall be submitted to the Rockingham County Finance Office prior to any distribution of subsequent quarterly payments.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Griffin who read Resolution 9-2009 as follows:

RESOLUTION 9 - 2009

Be it resolved that no audit study shall be conducted nor expenditure of such authorized without the prior approval of the Executive Committee.

Rep. Belanger seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Griffin who read Resolution 10-2009 as follows:

RESOLUTION 10 - 2009

That the Rockingham County Convention, in accordance with RSA 24:13, authorize \$73,143,520 in appropriations and \$670,758 in reserves and encumbrances for the use of the County during 2009. That \$41,779,570 be raised in new county taxes, that \$26,463,950 be accepted as an estimate of revenues from other sources, and that \$5,570,758 is accepted as fund balance for a total of \$73,814,278 in resources.

Rep. Pantelakos requested that Resolution 10-2009 be considered for a roll call vote.

Chairman Major recognized Clerk Welch who conducted a roll call vote on Resolution 10-2009. Clerk Welch conducted the roll call and reported the following: 33 yes, 11 nay. Resolution 10-2009 passed.

Chairman Major recognized Rep. Griffin who read Resolution 11-2009 as follows:

RESOLUTION 11 -2009

Be it resolved that the departmental budget requests be included with the Commissioners recommended budget proposals.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

RESOLUTION 12 -2009

Authorization for Rockingham County to Pay 2010 Expenses (RSA 24:15)

Due to timing differences, the County runs without a signed operating budget during the months of January and February. Historical figures demonstrate that the January and February expenses will total approximately \$11.6 million.

Since RSA 24:15 states that “no County Commissioners or elected or appointed official shall pay, or agree to pay, or incur any liability for the payment of, any sum of money for which the County Convention has made no appropriation, I move that we, the County Convention, authorize the County to spend up to \$11.6 million for 2010 expenses during the months of January and February in anticipation of the subsequent approval of the 2010 budget.

Further, that the \$11.6 million be allocated proportionately to line items based on 2009 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/09.

Rep. Flanders seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Adjournment

Chairman Major recognized Rep. Flanders who made a motion to adjourn the meeting. Rep. Belanger seconded the motion. There being no further business, the meeting was adjourned at 7:58 p.m.

Respectfully submitted,
Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Clerk
Rockingham County Executive Committee

MINUTES OF ROCKINGHAM COUNTY CONVENTION **PUBLIC HEARING**

Thursday, September 24, 2009 at 7:00 p.m.

Hilton Auditorium, Rockingham County Nursing Home, Brentwood NH

The Chairman of the Rockingham County Delegation conducted a public hearing on Thursday, September 24, 2009 at 7:00 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to consider a request from the Board of Commissioners in a letter dated August 13, 2009, to consider a Biomass Boiler Plant Project at the Rockingham County Complex.

Rep. Norman L. Major, Chairman, called the Public Hearing to order at 7:03 p.m.

Chairman Major reviewed the ground rules and format for the meeting. Chairman Major recognized the Board of Commissioners for the Biomass Boiler Plant presentation. Commissioner Barrows referred to Ms. Gates, Director of Engineering & Maintenance Services, who briefly reviewed the potential of a wood burning project on the county complex, noting that the energy management project goals are to find a green project with the biomass being the best proposal. Ms. Gates distributed information regarding the project.

Representatives from Honeywell were present to provide a slide-show presentation on the Biomass Boiler Plant Project.

Rep. Charron questioned the connectivity to the Jail. Mr. Howe explained. Rep. Charron questioned if the connectivity had been approved. Mr. Howe responded not yet, but we do not see it to be a problem. Rep. Charron questioned if the project replaces the current boilers at the Jail. Mr. Howe responded that it does not replace them completely; rather, it would replace approximately 80 to 85 percent of fuel currently used. He noted that backup boilers are still in place and ready to go when needed.

Rep. Charron questioned combustibility and whether there is a danger factor. Mr. Marcotte noted that the building would include a sprinkler system. Rep. Charron questioned if this would qualify for credit from the government to monetize carbon. Mr. Lucy commented that he is unsure, but does not think so. The county is tax exempt.

Rep. Cali-Pitts questioned if the county would be eligible for credit. Ms. Young explained that we are exploring all the options and welcome any help.

Rep. Cali-Pitts questioned the noise impact. Mr. Gates commented that the plant should be quieter than what is currently in place. Rep. Cali-Pitts had several questions relative to the plant regarding supply, radius and availability of wood chips, the traffic, and ash content. Ms. Gates noted that the ash can be used on the fields in lieu of lime. Our storage capacity would be for 4 ½ days during the coldest time of the year, and the wood chips will come from the Schiller Station in Portsmouth.

Rep. Casey questioned if in the grant there is a buy-American clause that is part of the stimulus money. Rep. Casey questioned how far along we are with our energy efficiency efforts, and could we look at smaller systems or more efficient system. Ms. Gates responded that she is not sure what the ratio is. She further explained that we finalized a major energy project at the complex, and hit just about everything. Energy efficiency is at the forefront. Renewable energy is the only thing we haven't hit yet.

Rep. Welch wanted to know how many trucks would be using North Road, from what direction, and if the Town of Brentwood is in support of the project. Mr. Lucy noted there would not be a difference. Ms. Gates referred to the purpose of the Public Hearing is to inform residents in the area, and the state has also been contacted.

Rep. Pantelakos questioned the Town of Brentwood Fire Department, referring to serious fires at the Schiller plant.

Rep. Kappler questioned if there was metal in the chips. Mr. Howe responded no.

Rep. Garrity further questioned. It was noted that the chips are whole tree chips, not construction chips.

Rep. Cali-Pitts questioned if the grant has been awarded yet. Ms. Young, Finance Officer, responded no, noting that the application is being submitted tomorrow. Rep. Cali-Pitts questioned if the grant becomes available what would be the projected break ground date. Ms. Young responded March 2010, and would require Delegation approval for any financial votes needed. Rep. Cali-Pitts questioned the price of wood chips projected one year out and if anyone has considered what the five year price would be. Rep. Cali-Pitts questioned if the woodchips are the same type of wood used to make pallets, noting that there was a problem getting pallets last year. Rep. Webber noted that they are hardwood chips, and that creosote is not an issue.

Rep. Katsakiores questioned clarification on the language regarding the costs, noting there is a savings on electricity, and the possibility of stimulus money.

Rep. Major wanted to know if the grant is not available or the count does not get the stimulus money, is the county still going forward with the project. Ms. Gates noted that the project has been on the long range plan for a few years now.

Rep. Gleason questioned the volatility for the long range over a period of years if the price shifts dramatically by consumption of more users. Mr. Lucy responded that he doesn't think anyone knows the answer to the question

Rep. Major asked for the financial summary again. The simple payback is 7.7 years. He questioned that if the grant does not come in, it would be about 15 ½ years. Mrs. Lucy responded yes.

Rep. Pantelakos noted that oil prices are based on higher usage, and if we cut our oil usage down to one-third next year, would the price go up. Ms. Gates explained that the county always seeks competitive bids with regards to oil pricing.

Commissioner Barrows noted that the county has been green for quite a few years now, and there isn't anything about this project that is a negative. She explained that she is confident in Ms. Gates and Ms. Young and that we should proceed accordingly with their advice.

Rep. Pantelakos questioned the impact on the tax rate. Commissioner Barrows responded. Rep. Pantelakos wanted to know when we could see a cost savings in the budget.

Ms. Young noted the purpose of this meeting was to present the project, but the finances are important as well. The county is continually looking at capital planning and will bond anything that comes our way. We need to start looking forward putting money aside that allows us to move forward with regards to projects. She also noted that the appeal was won from Washington, and we are moving forward. If we don't get the money in grants, then we will most likely move forward as it makes good sense to do so. We have options to finance the project.

Rep. Katsakiores, referring to information sheet regarding available bonding for counties that he read aloud, questioned if it is county government's responsibility to turn over bonding responsibilities to the state. It restricts the county to some degree so that the state doesn't lose any funding.

Ms. Young clarified that there are a variety of bonds made available. We can turn the authority back to the state. She read a letter from the Commissioners to the state requesting that a representative be appointed to make sure the funds are going where they should.

Rep. Katsakiores had a follow-up question. Ms. Young explained that we will turn our allotment over to the state and a letter regarding such will be forwarded to the Delegation.

There being no further questions or comments, Rep. Flanders made a motion to adjourn. Rep. Casey seconded the motion. The motion was approved by a voice vote.

Chairman Major adjourned the Public Hearing at 8:20 p.m.

Respectfully submitted,
Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Clerk
Rockingham County Delegation

MINUTES OF ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING

Monday, November 2, 2009 at 5:30 p.m.

Hilton Auditorium, Rockingham County Nursing Home, Brentwood NH

The members of the Rockingham County Executive Committee met on Monday, November 2, 2009 at 5:30 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood. The purpose of the meeting was to review the motions for the Biomass Boiler Plant Project in preparation for the Delegation Meeting scheduled for 6:00 p.m., as well as consider line item transfer requests for approval.

Rep. Laura C. Pantelakos, Chair, called the meeting to order at 5:35 p.m.

Chairman Pantelakos recognized Rep. David A. Welch, Clerk, for the roll call. Rep. Welch conducted the roll call and reported a total of 11 members present.

Chairman Pantelakos declared that a quorum was present.

Those present were: Rep. Pantelakos, Chair; Representatives Charron, Flanders, Garrity, Gould, Griffin, Kappler, Katsakiores, Major, Weare, and Welch.

Also Present: Commissioners Barrows, Pratt, and Stritch; Theresa Young, Finance Officer; Kathy Nikitas, Finance Office; Cheryl A. Hurley, Delegation Coordinator.

Chairman Pantelakos recognized Rep. Major, Convention Chairman, who made a motion to approve the following motion:

Be it resolved that we, the Rockingham County Convention, in accordance with RSA 28:7 and upon the recommendation of the Rockingham County Executive Committee, authorize the addition of the proposed biomass project to the Delegation 2009 Approved Projects List.

Rep. Welch seconded the motion. The motion was approved by a voice vote.

Chairman Pantelakos recognized Rep. Major, Delegation Chairman, who read the following motion:

Be it resolved, in accordance with Section 1400U-1(a)(3)(A) of the Act, and based on the Board of Commissioners vote on September 23, 2009 and the County Convention vote on November 2, 2009, Rockingham County waives the Recovery Zone Facilities Bond volume cap allocation. It is understood that the waived bond cap will be reallocated by the State, as it shall determine in good faith with the understanding that the Lonza expansion project, located at the Pease Tradeport designated recovery zone, as well as projects in Grafton, Coos, and Carroll Counties be given priority for reallocation of our volume cap.

Rep. Welch seconded the motion. Chairman Pantelakos recognized Rep. Garrity who questioned the language. Ms. Young, Finance Officer, explained. Chairman Pantelakos further questioned. Rep. Welch, referring to the language in the proposed letter, questioned why a representative from the Delegation would be appointed to participate in conversations regarding the allocation that currently does not exist. Ms. Young further explained. Rep. Welch suggested that the Executive Committee give the authority to the Delegation Chairman to appoint a representative from the Delegation when the time is appropriate. Discussion ensued.

Rep. Welch suggested that the following language be added to the motion:

Further, that the Delegation authorize the Delegation Chairman to appoint a representative to attend and participate in conversations regarding the allocation. Rep. Major made a motion to amend the original motion with the language as stated above. Rep. Welch seconded the motion. The motion was approved by a voice vote.

Chairman Pantelakos recognized Rep. Kappler who made the following motion:

That we, the Rockingham County Executive Committee, designate Rep. James Garrity to attend and participate in conversations regarding the allocation. Rep. Welch seconded the motion. The motion was approved by a voice vote.

Chairman Pantelakos recognized Rep. Flanders who read the following line item transfer requests:

The next order of business was to consider line item transfer requests that were distributed to the members for approval.

Line Item Transfer Requests:

Chairman Pantelakos recognized Rep. Flanders who read the following line item transfer requests:

Transfer from line item 11600000-54824 CO Certification Expenses \$2,500 to line 11600000-54847 Health & Safety Supplies \$2,500.

Comments/Explanation: To purchase biohazard kits, disposable resuscitators, pathogen kit refills and masks.

Rep. Flanders made a motion to approve the line item transfer request as presented. Rep. Charron seconded the motion. The motion was approved by a voice vote.

Chairman Pantelakos recognized Rep. Flanders who read the following line item transfer requests:

Transfer from line item 11600000-51301 CO Salaries \$54,000 to line 11600000-51402 Jail Overtime \$54,000.

Comments/Explanation: Request a transfer of \$54,000 to the overtime line due to excessive illnesses and FMLAs.

Rep. Flanders made a motion to approve the line item transfer request as presented. Rep. Charron seconded the motion. The motion was approved by a voice vote.

There being no further business, the meeting adjourned at 5:53 p.m.

Respectfully submitted,
Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Chairman
Rockingham County Executive Committee

MINUTES OF ROCKINGHAM COUNTY DELEGATION MEETING

Monday, November 2, 2009 at 6:00 p.m.

Hilton Auditorium, Rockingham County Nursing Home, Brentwood NH

The Chairman of the Rockingham County Convention held a meeting of the Delegation on Monday, November 2, 2009 at 6:00 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood. The purpose of the meeting was to vote to authorize the addition of the Proposed Biomass Boiler Plant Project to the Delegation 2009 Approved Projects List.

Norman L. Major, Chairman, called the meeting to order at 6:04 p.m.

Chairman Major recognized Rep. Gene P. Charron who delivered the Invocation.

Chairman Major then recognized Rep. John Flanders who led the Pledge of Allegiance.

Chairman Major recognized Rep. David A. Welch, Clerk, who conducted the roll call. Clerk Welch reported a total of 36 members present at the time the roll was called. Clerk Welch reported that a quorum was not present.

Those present were: Representative Norman L. Major, Chairman; Representatives Allen, Case, Casey, Charron, Devine, Ferrante, Fesh, Flanders, Garrity, Gleason, Gould, Griffin, Hagan, Howard, Introne, Kappler, G. Katsakiores, P. Katsakiores, Lyons, McCarthy, McKinney, Moody, Nord, Pantelakos, Priestley, Rausch, Sanders, D. Scamman, S. Scamman, Schlachman, Smith, Splaine, Sullivan, Tucker, Weare, and Welch.

Excused: Representatives Headd, Sedensky, Reagan, Ingram, Stiles, Bishop, Hoelzel, Dowling, Nevins, A. Perkins, L. Perkins,

Chairman Major informed the members that a quorum was not present to conduct business. Chairman Major asked the members, by way of show of hands, if they would like to go on with the presentation from Honeywell. Those present were in favor and a presentation from Honeywell ensued.

There being no further business to come before the members, the meeting adjourned at 6:47 p.m.

Respectfully submitted,
Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Clerk
Rockingham County Delegation