

2023 Belknap County Budget

February 2023

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The Belknap County Delegation at its meeting on January 10, 2023 created the Budget Review Committee by a vote of 10 to 4.

Committee Members of the County Delegation

Chairperson: Rep. Steven Bogert

Vice Chair: Rep. Mike Bordes

Clerk: Rep. Matt Coker

Members:

Rep. Harry Bean

Rep. Julia Harvey-Bouliia

Rep. David Huot

Rep. Travis O'Hara

County Team

Commissioner: Chairperson Peter Spanos

Commissioner: Stephen Hodges

Commissioner: Glen Waring

County Administrator: Debra Shackett

Finance Director: Lori Sharp

2023 Belknap County Budget

The Budget Review Committee was tasked with meeting with each Department Head and reviewing budget requests line by line.

2023 Committee Meeting Dates

February 15th, 2023

March 13th, 2023

January 19th, 2023

February 1st, 2023

February 8th, 2023

Impact on Property Taxes

	2020		2021		2022		2023		2023	
	<u>Budget</u>		<u>Budget</u>		<u>Budget</u>		<u>Budget</u>		<u>Budget</u>	
Expenses	30,829,837	2.76%	31,648,039	2.65%	31,378,388	-0.85%	33,446,876	6.59%	33,108,862	6%
ARPA					5,277,782		793,920		1,003,420	
Revenues	15,168,250	3.48%	15,502,730	2.21%	13,792,141	-11.03%	12,336,810	-10.55%	12,391,810	-10%
ARPA					5,277,782		793,920		1,003,420	
Plus FB used	891,080		3,000,000		2,000,000	-33.33%	-	-100%	-	-100%
	<u>16,059,330</u>	5.43%	<u>18,502,730</u>	15.21%	<u>15,792,141</u>	-14.65%	<u>13,130,730</u>	-17%	<u>13,395,230</u>	-15%
Prop. Taxes	14,770,507	0.00%	13,145,309	-11.00%	15,586,247	18.57%	21,110,066	35.44%	20,717,052	33%

IMPACT

COMMITTEE RECOMIDATION; \$33,108,862

Breakdown is about \$1.44 per thousand dollars of assessed value.

\$300,000 home would see and increase of about \$107 per year.

County Convention

2022 Budget	\$	20,400
2023 Commission Recommendation	\$	5,450
2023 Committee Recommendation	\$	5,450

County Attorney

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$369
- Reduce professional development
 - Savings of \$300
- Books/journals/periodicals line
 - Increase of \$300

Commission Recommendation	\$ 1,194,021
Committee Recommendation	\$ 1,192,652

County Administration

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$105
- Eliminate NHAC Conference from Professional Development
 - Savings of \$750
- Make the referenced reductions

Reductions	Savings
Legal Services	\$ 2,500
Printing	\$ 100
Dues & Subscriptions	\$ 763
Meeting Recording	\$ 500
Total Savings	\$3,863

Commission Recommendation	\$ 435,889
Committee Recommendation	\$ 430,671

Information Technology

Recommendations

- Add on-site IT position
- Moved IT to ARPA Fund
 - Savings of \$27,000

Commission Recommendation	\$ 297,979
Committee Recommendation	\$ 270,979

Finance Office

Recommendations

- Separate dental insurance from health insurance to reflect a 90% to 10% split between employee and employer
- Savings of \$105

Commission Recommendation	\$ 319,881
Committee Recommendation	\$ 319,776

Registry of Deeds

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$105
- Reduce index/internet services by \$2,300
- Fixed error of \$1,800, was placed in the wrong line
 - No savings

Commission Recommendation	\$ 448,988
Committee Recommendation	\$ 446,383

County Maintenance

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$76
- Eliminate Contracted cleaning services
 - Savings of \$4,320
- Eliminate New Equipment requests*
 - Savings of \$6,100
- Make references reductions

**Please note, New Equipment Requests and Building Improvements were moved to ARPA.*

Electricity Line	\$	13,000
Grounds & Landscaping	\$	975
General Operating Supplie	\$	1,500
New Equipment	\$	6,100
Building Improvements*	\$	8,750
Other Improvements	\$	9,700
Total Savings	\$	40,025

Commission Recommendatic	\$	879,821
Committee Recommendation	\$	835,400

Unanticipated Expenditures

No Recommended Changes

Commission Recommendation	\$ 200,000
Committee Recommendation	\$ 200,000

Sheriff's Department

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$105
- Increase full-time wages line by \$50,000 to cover a mandatory retirement payout of ~\$100,000. *The budget draft date is unknown*
- Reduce P/T Dispatcher by one position
 - Savings of \$10,000
- Telecommunications line increase of \$5,148. *Increase offset by reductions in other lines. Net increase or Decrease of \$0
- Reduced vehicles/lease line. Cruiser was moved to ARPA
 - Savings of \$20,000

Commission Recommendation	\$ 2,956,655
Committee Recommendation	\$ 2,976,550

Corrections Department

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
- Savings of \$425
- Make referenced reductions

Reductions	Savings
Sick Bonus to Actual Cost	\$ 13,333
Temporary Inmate Housing	\$ 2,500
Dietary Services	\$ 16,087
Core Supplies	\$ 1,000
Program Cost	\$ 4,010
Training	\$ 2,370
Travel	\$ 2,000
Total Savings	\$ 41,300

Commission Recommendation	\$ 5,638,288
Committee Recommendation	\$ 5,596,562

Restorative Justice

Recommendations

- Reduce P/T by one position
 - Savings of \$22,525
- Reduce Payroll Tax
 - Savings of \$1,715
- Increase Vehicle maintenance & Repair Line
 - Increase of \$1,600

Commission Recommendation	\$	182,512
Committee Recommendation	\$	159,872

Health & Human Services

Recommendations

- DHHS- Nursing Home Care. No Change

Commission Recommendation	\$ 7,707,120
Committee Recommendation	\$ 7,707,120

Outside Agencies

Recommendations

UNH Co-Op Extension	\$ 165,000
B.C. Conservation District	\$ 50,000
L.R. Mental Health Center	\$ 32,000
Community Action Program	\$ 56,000
Commission Recommendation	\$ 303,097
Committee Recommendation	\$ 303,000

Debt Service

Recommendations

Professional Service	\$ 9,000
Debt Service - Principal	\$ 195,365
Debt Service - Interest	\$ 421,961
Commission Recommendation	\$ 626,326
Committee Recommendation	\$ 626,326

General Fund Totals

2022 Budget	\$ 19,557,118
Commission Recommendation	\$ 21,196,027
Committee Recommendation	\$ 21,070,741

Nursing Home: Debt Service

Recommendations

Professional Service	\$	5,500
Debt Service - Principal	\$	9,635
Debt Service - Interest	\$	120,390
Commission Recommendation	\$	135,525
Committee Recommendation	\$	135,525

Nursing Home: Administration

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$215
- Increase Telecommunication Line – Phone service missed in commissioner budget
 - Increase of \$3,000
- Increase Software support line to fund support for the following:
 - Wander Guard (Safety device)
 - Nursing Call lights support software
 - Software to ensure regulatory compliance with staffing levels

Commission Recommendation	\$ 1,678,430
Committee Recommendation	\$ 1,667,761

Nursing Home: Maintenance

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$105
- Reduce electricity
 - Savings of \$20,260

Commission Recommendation	\$ 625,989
Committee Recommendation	\$ 605,624

Nursing Home: Rehabilitation Services

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
- Savings of \$158

Commission Recommendation	\$ 245,331
Committee Recommendation	\$ 244,473

Nursing Home: Dietary Department

Recommendations

- Maint. & Repair Increase of \$2,500

Commission Recommendation	\$1,447,067
Committee Recommendation	\$1,449,567

Nursing Home: Nursing Department

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$555
- Moved \$300,000 from Part-time wages to contracted nursing services
- This transfer created a reduction in the following lines:
 - Payroll Tax reduction of \$90,668
 - Retirement reduction of \$67,013

Commission Recommendation	\$ 6,461,058
Committee Recommendation	\$ 6,299,228

Nursing Home: Laundry Department

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
- Savings of \$53

Commission Recommendation	\$ 182,145
Committee Recommendation	\$ 182,092

Nursing Home: Housekeeping Department

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$55
- Reduced one part-time position
 - Savings of \$25,935
- Reduced Payroll tax by \$3,460
- Increase overtime by \$7,500
- Added sick time incentive
 - Increase of \$552

Commission recommendatio	\$	490,703
Committee Recommendation	\$	469,305

Nursing Home: Physicians / Pharmacy

No Recommendations

Commission Recommendation	\$ 523,100
Committee Recommendation	\$ 523,100

Nursing Home: Activities Department

Recommendations

- Separate dental Insurance from health insurance to reflect a 90% to 10% split between employee and employer
 - Savings of \$55

Commission Recommendation	\$ 430,250
Committee Recommendation	\$ 430,195

Nursing Home: Hairdressing

No Recommendations

Commission Recommendation	\$	31,251
Committee Recommendation	\$	31,251

Nursing Home: Total

2022 Budget	\$ 12,099,075
Commission Recommendation	\$ 12,250,849
Committee Recommendation	\$ 12,038,121

Operating Budget: Total

2022 Budget	\$ 31,656,193
Commission Recommendation	\$ 33,446,876
Committee Recommendation	\$ 33,108,862

Questions asked:

There were several questions and requests for information submitted prior to this meeting.

- New IT Coordinator position – this is a top priority supported by all department heads. This will provide much needed additional support. Currently provided as an extra duty and limited to available time found during the day. The need for assistance is much greater and requires someone dedicated to working with all departments on a full-time basis.
- ARPA funded projects – a list of all projects was requested and provided.
- Vacant positions – a list of vacant positions and how they were budgeted for was requested, as well as associated benefit information. Explanation of the information in the budget book was provided. On any given day the payroll & benefit projections can go up or down.
- Jail Population numbers – The total population was 68 and the total # of beds is 144. The budget was prepared assuming an average daily population of 70.
- ARPA Project #20 – detail for 2023 premium payments was requested and provided.
- Food Service contract – a copy was requested & provided.
- ARPA projects – annual operating expenses have not been recommended for funding with one-time ARPA funds.
- Financial Audit – a request for the contract was received and was provided.
- Utilities – contracts and agreements with utility companies was requested and provided.