

2023 Budget

County Commissioners
Recommendation

An Introduction to the County:

- WHO WE ARE
- WHAT WE DO – AND WHY
- WHAT IT COSTS
- WHERE ARE WE HEADING





Introductions:

County Commissioners (and Commissioner Elect)

Sheriff, William Wright

County Attorney, Andrew Livernois

Register of Deeds, Judy McGrath

Treasurer, Michael Muzzey

County Administrator & HR Director, Debra Shackett

Finance Director, Lori Sharp

Nursing Home Administrator, Shelley Richardson

Corrections Superintendent, Adam Cunningham

Restorative Justice Director, Mike MacFadzen

Facilities Manager, Jon Bossey

The Budget

		2022	2023	
		Budget	Budget	Change
Operating Expense		31,378,388	33,446,876	6.6%
ARPA Funding		5,277,782	793,920	
Operating Revenue		13,792,141	12,336,810	-10.6%
ARPA Funding		5,277,782	793,920	
Fund Balance Applied		2,000,000		-100.0%
Total Revenue		15,211,141	13,130,730	-13.7%
To be Raised by Taxes		15,586,247	21,110,066	35.4%

Overview Information...



- The Commissioners recommended budget will increase the county portion of property taxes by 35%. This increase is being driven by two factors; decreasing revenues and the lack of available fund balance.
- Total Expenses have increased by 6.5% or roughly \$2 million.
- Of that \$2 million:
 - Over \$1 million is contractual obligations previously approved.
 - Staffing increases represent \$172,788 (wages & benefits)
 - The IT budget is up significantly because all network projects were funded by ARPA funds last year and funding for computer replacements was cut and must be caught up.
 - In general, ***all*** costs have been impacted by the current inflationary economy.



What we hope to accomplish with this budget:

- Continue providing the level of services the community expects.
- Get back on track with computer replacement program.
- Provide a full-time IT Coordinator to assist all departments.
- Add a full-time Maintenance Worker to provide cleaning and light repairs.
- Reinstate Professional Development and Employee Recognition in all departments.
- Recruit and retain all employees with our newly adopted wage scale.

Nursing Home –

- The County Nursing Home was established to be a “safety net” for the indigent, frail & elderly in our community. We’ve maintained this philosophy since the 1800’s and have expanded into Acute and Palliative, as well as Rehabilitative services in order to meet the ever-changing needs of the community.
- We have 94 beds with approximately 60 currently filled. Although we have a long waiting list, a workforce shortage keeps us from accepting more.
- Our Nursing Home is truly home for the people who live there, and our staff does all they can, to make sure it feels that way.





Nursing Home costs...

- The Commissioners have recommended a budget of \$12,250,849.
- There are 99 full time employees and 14 part time. We also have 10 employees on our “registry”, they fill in shifts as necessary. Our employees provide nursing care, serve meals and provide laundry service for the nursing home and jail, take care of the building, process invoices & receipts, maintain medical records, and try to improve the quality of life for the Residents.
- The expenses are off set by estimated revenues of \$9,647,424. Our rate of reimbursement from Medicaid is set by the State and does not cover the actual cost of providing services.



Nursing Home costs...

- We're often asked how to bring the Nursing Home back to full capacity. The answer is that we need to hire 10 – 20 additional nursing employees.
- Our wages and benefits are minimally competitive, but not enough to entice employees away from other facilities.
- We are concentrating on paying for nursing education and recruiting young people to enter the field of nursing.
- The lack of affordable housing and transportation prevent us from attracting “travel” nurses or international recruitments.

Department of Corrections

- The DOC provides for the care, custody & control of all inmates who are court ordered for incarceration. This includes providing medical and mental health care, food, clothing, educational, vocational, religious and lifestyle improvement programs.
- Our average daily population is about 70 inmates. Additionally, we monitor inmates on electronic bracelets and those participating in work release programs.
- Our goal is to return offenders to our community with an opportunity to become healthy, productive, law-abiding citizens.



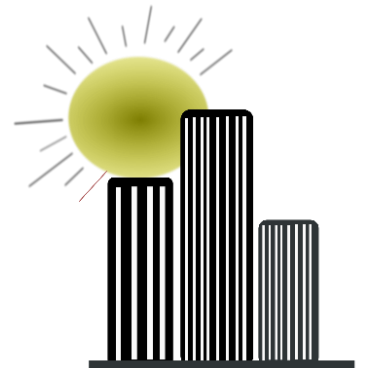


Jail budget:

- The recommended budget is \$5,638,288.
- This budget includes 37 full time employees and 2 regular scheduled part time employees. Additionally, there are several part time employees who are available to help cover shifts when needed.
- The Community Corrections Center is currently under-utilized, and the Board of Commissioners will be considering options to re-purpose sections of the space during 2023. We'll keep you informed as plans are developed.

Facilities Maintenance

- This department is responsible for the maintenance and operation of the County's buildings and infrastructure (grounds, roads, driveways, utilities).
- They work to ensure a safe, clean and comfortable work and living environment for the users of our buildings.
- Through proper and timely maintenance they strive to extend the longevity of our assets and plan for their replacement in the future when necessary.
- The Commissioner's recommended budget is \$879,821.
- There are 5 full-time employees in this budget.





Sheriff's Department

- The Sheriff and his Deputies have statewide jurisdiction for all criminal matters.
- In addition to the normal law enforcement functions associated with local and state police agencies, the Sheriff's Department serves all civil process. These process can range from notice of Court dates, evictions, divorce and serving judgements to the taking of real property, funds, and even children from unfit parents.
- The Sheriff's Department is also the primary transport, custody and control entity for the inmates of the various correctional facilities when they are delivered to court.
- When not fulfilling the primary duties of the Sheriff's Department the Deputies are assisting outside agencies with training, investigations, task force duties, or other specialized services.

Sheriff's Department Budget:

- The Commissioner's recommended budget is \$2,956,655.
- This is off set by estimated revenues of \$446,760.
- There are 20 full time employees and 3 part time employees. Additionally, there are employees who work as needed to fill vacant shifts.



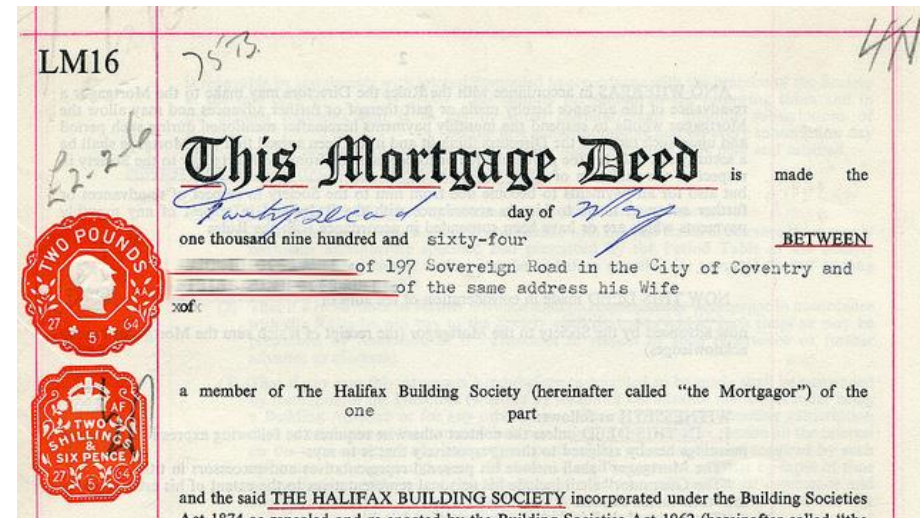


Registry of Deeds

- The Registry of Deeds records documents that become part of the permanent chain of title for each property in the County.
- The procedure is as follows: Documents are recorded, indexed, proofed, scanned & processed.
- Instruments include: Deeds, Mortgages, Discharges of Mortgage, Surveys, Permits, Amendments, Declarations, Current Use, Corrective, as well as Liens - IRS, City/Town Tax Liens, Writ of Attachments, State of NH etc.
- The bookkeeping function is done on a daily basis in relation to the fees collected for recording etc.
- Information is provided to the 10 towns & 1 city regarding the sale of property for tax purposes.
- They assist the public – in person and over the phone.

Deeds Budget:

- The Commissioners recommend a budget of \$448,988 for this department.
- The offsetting revenue is primarily comprised of the fees collected from real estate transfers. The total expected is \$1,133,066.
- This department has 3 full time employees and 1 part time.





County Attorney's Office:

- The County Attorney's Office is responsible for prosecuting felony crimes which occur in the County.
- Cases are investigated by local police, the Sheriff's Department, and other State and Federal Law Enforcement agencies including: Attorney General's Drug Task Force, Fish & Game, State Police, Health and Human Services (welfare fraud), Fire Marshalls, Liquor Enforcement, Land and Forests, Marine Patrol, Social Security Administration, FBI and Homeland Security.
- They also provide advice and guidance to local law enforcement officers, oversee investigations, and receive immediate notification of any untimely death which occurs in the County.

County Attorney's budget:



- The Commissioners have recommended a budget of \$1,194,021 for the operation of this office.
- There is offsetting revenue projected of \$65,000.
- This budget includes funding for 11 full-time and 2 part-time positions.
- Each attorney carries an active caseload of between 70 and 100 cases.

Human Services:

- This is where we pay for all the citizens of our County who have been determined to be eligible for Nursing Home level of care, by the State.
- They may be at home receiving services or in any Nursing Home in New Hampshire. The goal is to keep people in their homes as long as possible.
- There is a cap set by the State Legislature on how much the Counties have to pay. It continues to increase.
- This is only one line in our budget, but it's a big one! \$7,707,120. There is a small revenue off set of \$280,000.



Restorative Justice



- This Department provides court diversion services for both youth & adults. The program holds defendants accountable while allowing them to avoid a criminal conviction.
- Allows victims to have a voice in determining how their harm can be repaired.
- They teach clients to make changes in their behavior, thinking, & decision making through mental health and substance abuse assessment and treatment programs.
- They are also an integral part of our Recovery Court, along with the County Attorney and Corrections staff.

Restorative Justice

- This Department is run with 4 part time employees, making it one of the least expensive services provided to the community!
- The Commissioner's recommended budget is \$182,512.
- Anticipated revenues are \$10,000.



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- The County's computer infrastructure is maintained and managed by a managed service provider.
- We're lucky to have a local company, Mainstay Technologies, partner with the County to meet all of the various needs of our departments. Employees from Mainstay consult with our employees to determine the needs of the County.
- The IT budget is recommended at \$524,837. This includes adding a county employee for the first time.
- NOTE – 40% of most IT costs are in the NH budget.

General Administration

- The County operates with a centralized administration which includes risk management, finance, and human resources.
- Administration provides services & resources to all other departments of the organization.
- The budget for Finance & Administration is \$755,770.
- This budget covers 6 full time employees.





Outside Agencies

- The County provides funding to several non-profit agencies who provide services that provide direct services to citizens of the County.
- The agencies are:
 - UNH Cooperative Extension
 - Conservation District
 - Lakes Region Mental Health
 - Community Action Program (CAP)

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Other...

- There are several additional areas of the budget which could be reviewed along with General Administration, these include:
 - Money to pay the County Convention & their meeting expenses
 - Debt Service
 - A line item for Contingency (unanticipated expenses)

Fund Balance Policy:

- The County policy sets a goal of keeping the balance between \$3.5 - \$5 million, which is enough to keep the tax rate stable , but may not be enough to keep us from having to borrow in anticipation of taxes. The policy also prevents using more than was added in the prior year.
- At this point we are considerably under the target level and hoping to be able to rebuild. At a time of such high inflation and cost increases, the balance has been depleted and left the taxpayers to pay hefty increases.

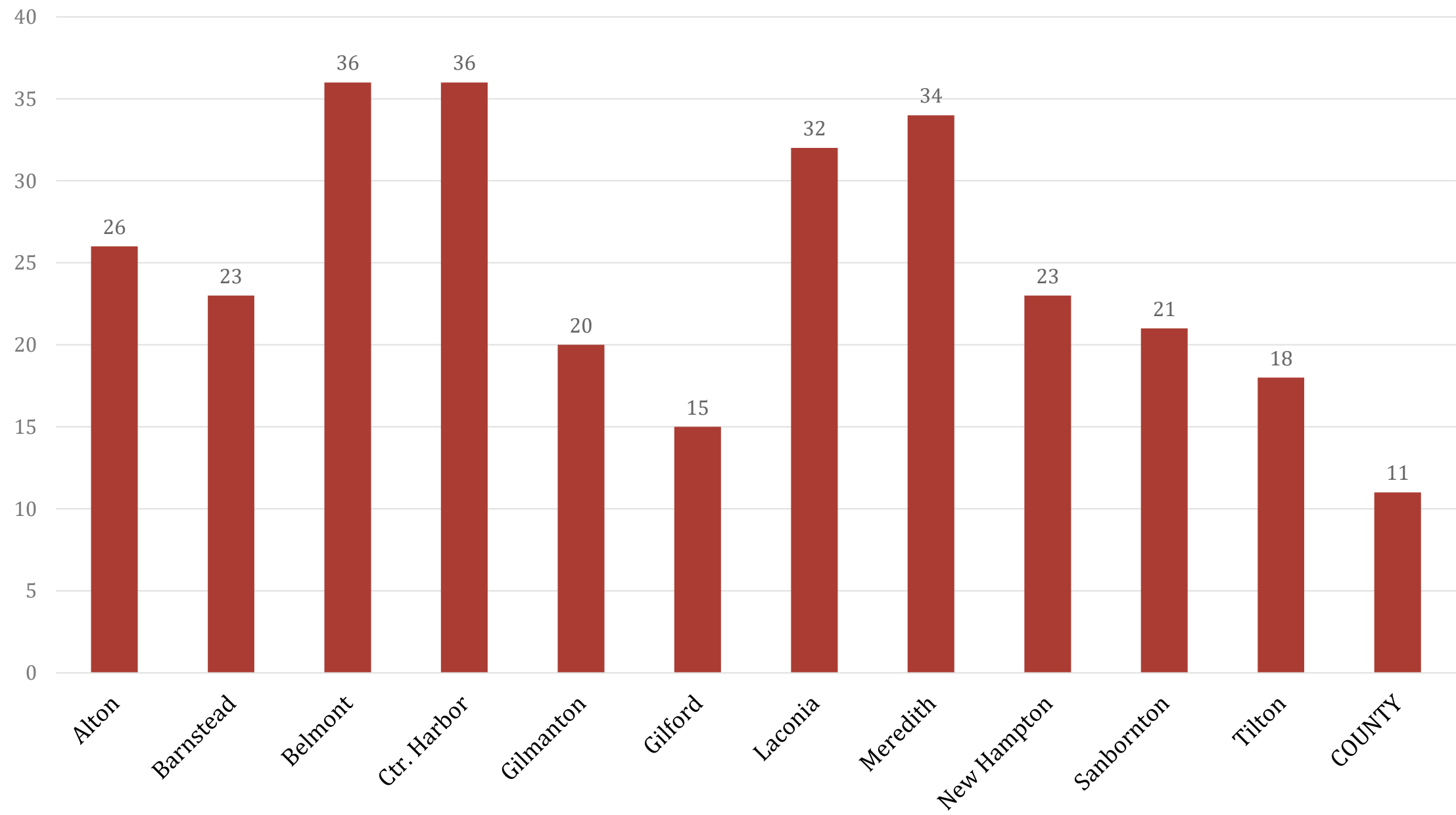


Undesignated Fund Balance – projected...

	1-Jan	Excess	Operational	Fund Bal	Assigned	Unassigned	12-Dec Total
	Balance	Revenue	Savings	Used	Fund Balance	Fund Balance	Fund Balance
2011	6,899,214	1,891,776	1,352,511	4,882,000	4,916,992	344,509	5,261,501
2012	5,261,501	1,462,196	932,646	3,750,000	2,184,120	1,722,223	3,906,343
2013	3,906,343	1,521,332	627,480	2,350,000	1,937,751	1,767,404	3,705,155
2014	3,705,155	1,442,829	418,049	1,775,000	1,948,166	1,842,867	3,791,033
2015	3,791,033	1,232,782	1,238,009	1,775,000	2,701,157	1,785,667	4,486,824
2016	4,486,824	(179,613)	1,241,870	2,380,000	1,895,262	1,273,819	3,169,081
2017	3,169,081	(383,889)	1,005,987	2,205,515	1,282,502	303,162	1,585,664
2018	1,585,664	1,741,682	1,781,555	1,000,000	2,053,676	2,055,225	4,108,901
2019	4,108,901	662,535	800,238	574,730	1,869,151	3,127,793	4,996,944
2020	4,996,944	(80,292)	1,599,975	891,080	3,218,091	2,407,456	5,625,547
2021	5,625,547	(676,012)	2,133,892	3,000,000	2,340,216	1,743,211	4,083,427
2022	4,083,427	(666,611)	1,058,278	2,000,000			2,475,094
					Pre-audit Estimates		

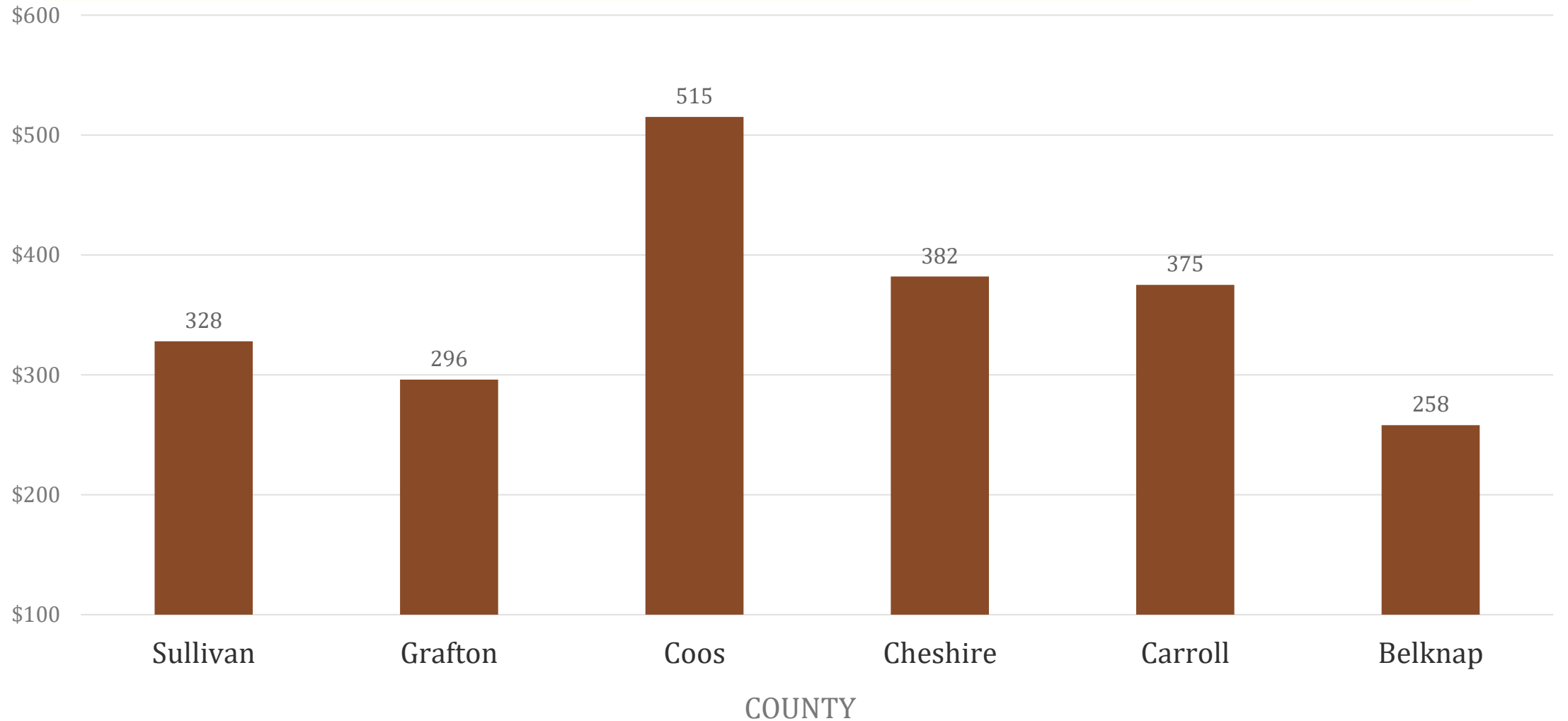


% of Tax Increase since 2012

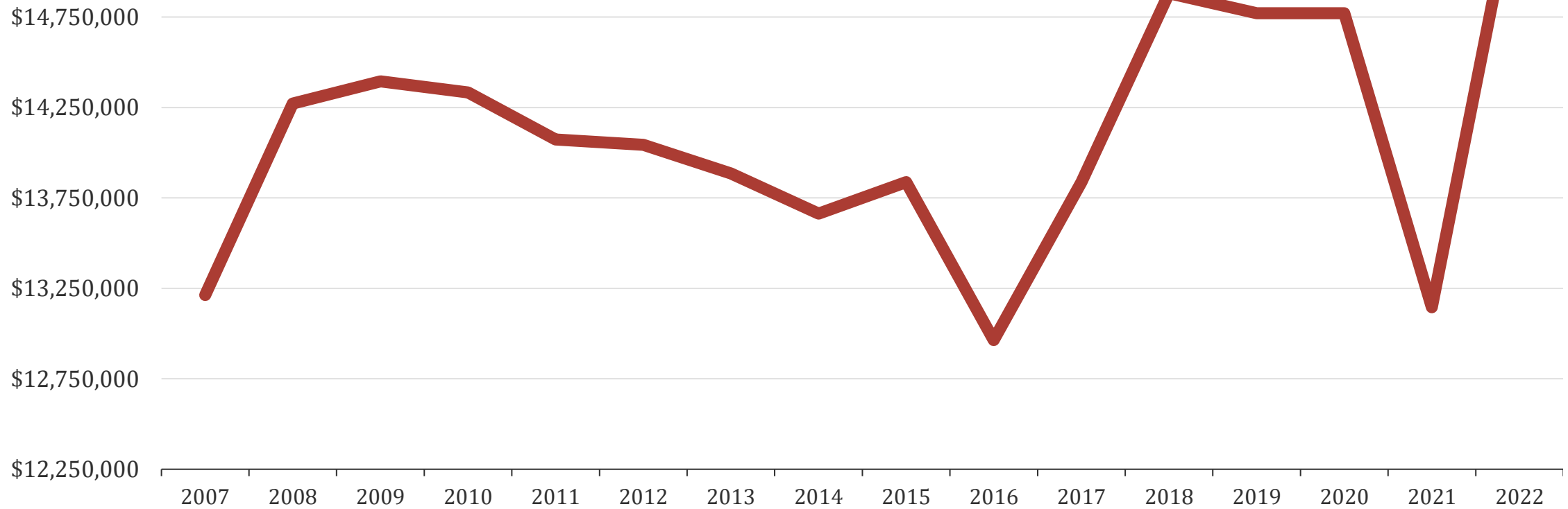


2022 Taxes Raised per Capita:

(Based on the last US Census)



Consider the amounts raised through County taxes since 2007:





In conclusion...

Please don't hesitate to call on any of the Commissioners or the County Administrator if you have questions.

We encourage you to attend our meetings anytime. We meet the first & third Mondays of each month at 5:15 pm.

We look forward to more detailed discussion about the County budget and the services provided.