

Budget Committee
Meeting Minutes
October 19, 2015

Present:

Chair- Kerrin Rounds, Dave Carr, Carol Huber, Tom Keegan, Ron Preble, Shaun Lagueux, Ernie Richards, John Sellers, and Ashley Dolloff.

Absent: Bob Emerson, Don Milbrand, Kevin McCaffrie and William Cote.

Others Present: Town Administrator Michael Capone

Call to Order:

Committee Chair Kerrin Rounds called the meeting to order at 7:00pm.

Review of Minutes:

Kerrin Rounds asked the committee to review the minutes from September 14, 2015. Shaun Lagueux made a motion to accept the minutes as written, seconded by John Sellers. The Committee voted 8-0-1 in favor of the motion.

Correspondence:

Old Business:

Ms. Rounds reminded the Committee to submit their questions regarding the 5 year Expenditures spreadsheet to her by the end of the week. The questions will be discussed at the November 9th meeting.

New Business: Non-Profit Organization presentations:

Tri-County CAP: Heidi Wells, Community Support Coordinator, informed the Committee that the organization is requesting \$6,880 in support. This is to assist low income, elderly, and disabled people meet their needs for fuel and electric assistance. In fiscal year 14-15, 111 Bristol households were assisted with fuel for a total of \$101,250, 118 households were assisted with electricity for a total of \$60,065, and 2 households were assisted with weatherization for a total of \$10,475. Mr. Richards asked how the electric assistance program is set up. Ms. Wells replied that the approval is based on 30 days of income and the individual receives a percentage off from the first kilowatt hours. The discount is received each month. Mr. Richards asked how the money from the town is broken down and if it is applied to salaries. Ms. Wells replied that the organization's funding comes from state, federal, and town money. Mr. Lagueux asked if the assistance payments are given to the people or the companies. Ms. Wells replied that there is an agreement with the power companies and the money comes directly off their bill. The fuel assistance is a onetime payment that is used over the heating season. Mr. Sellers asked if there are repeat customers and the reason for that. Ms. Wells replied that there are repeat applicants because the elderly and disabled are on a fixed income. There are families who have children under the age of 5 who request assistance also. Mr. Sellers asked if a 1040 tax form is required. Ms. Wells replied that a Social Security letter or bank statement is used. If the individual is working, then 30 days' worth of income is used. The fuel assistance requires an income tax return. Mr. Sellers asked how the amount that each town gives is determined. Ms. Wells replied that this is based upon the amount of

households in the towns. Ms. Huber asked why 19 people were denied assistance. Ms. Wells replied that they either didn't supply the necessary documents or they were over income. Phone calls and reminders are sent to give people every opportunity to gather the documents. Mr. Sellers asked what the weatherization includes. Ms. Wells replied that the money is used for roofing, insulation, and windows. There is a waiting list for this program. Ms. Rounds thanked Heidi Wells for presenting to the Committee.

CASA: No representative.

Garden Club: Shirley Yorks could not attend the meeting. Ms. Rounds asked the Committee to direct question to the Garden Club at another time. Mr. Richards suggested that the Garden Club should not be part of the non-profits as they benefit everyone in town and should just have the money they need to work with without going through this process. This should be funded in a line in the operating budget. Mr. Lagueux commented that they do have a line item but they are lumped in under the non-profits.

NANA: Pat Wentworth thanked the Committee for the town's past funding. NANA provided 6,695 total visits to 230 clients last year. The breakdown for reimbursements is as follows: 77.7% from Medicare, 6.2% from Medicaid, 12.2% from private, and 3.9% from other. There has been a 300% growth in free clinics from 2008. Free care to Bristol clients totaled \$59,504. NANA practices operational cost containment, grant writing, fund raising, and receives funding from towns. Ms. Huber asked what the 3% other is. Ms. Wentworth replied that 3.9% is self-pay. Ms. Huber asked if clients are asked if they have insurance. Ms. Wentworth replied that they are asked about insurance and that there is a sliding fee scale. \$20 is required for each visit but if the client is unable to pay they are considered free care. Ms. Huber asked what the fee per visit is. Ms. Wentworth replied that it depends on the discipline and that everyone is charged the same fee. The fees are \$175 for an initial nursing visit, \$165 for a nursing revisit, therapy \$140, social worker \$190, home health aide \$60, and homemakers \$25 per visit. These are all based on Medicare costs. Ms. Huber asked how it is decided who gets free care. Ms. Wentworth replied that NANA does not usually refuse anyone, but tries to work with them. Mr. Sellers asked about the transportation line. Ms. Wentworth replied that the cost is to pay employees for mileage reimbursement. Mr. Sellers asked if NANA receives state or federal aid. Ms. Wentworth replied no, just reimbursements for cases. Mr. Richards asked what the Hospice Contract Services was for. Ms. Wentworth replied the cost is for an MSW who is a contract person. Mr. Richards asked about the revenue from hospice. Ms. Wentworth replied that it is from a daily rate determined by Medicare and everything is paid out from that. Ms. Betty Seeler commented that depending on the discipline it could be a staff or contract worker providing the service. Mr. Sellers asked what the repair and maintenance line was for. Ms. Seeler replied for the building. Ms. Wentworth commented it is for painting, replacing windows, plowing, and landscaping. Mr. Sellers asked what the professional services line is for. Ms. Seeler replied that is for the audit, the hospice director, and the chaplain. Ms. Huber asked what the administrative and general costs cover. Ms. Seeler replied that program services cover what is done for clients. Administrative covers the billing person, administrators, and maintenance to the building. Ms. Rounds commented that this is not referring to a person but to the costs associated with postage, electricity, and heating the building. Mr. Sellers asked why NANA is seeking \$33,400. Ms. Wentworth replied that the amount is based on the percentage of usage from each town served. Ms. Rounds thanked Ms. Wentworth for presenting to the Committee.

Red Cross: Stephanie, the Red Cross representative, informed the Committee that the Red Cross is

requesting just over \$1400 from the town. This number is based on \$0.45 per capita. The Red Cross had 11 blood drives in Bristol last year. Disaster relief is a service that is provided to all towns. Bristol did not require a fire response last year. Disaster relief includes volunteers working one on one with clients at the scene and clients receive immediate and long term assistance. The \$1,400 request will go towards disaster relief. The Red Cross is largely involved in preparedness outreach. This includes installing smoke detectors and emergency escape plans for families for free. Last year about 500 smoke detectors were installed, this year in the first quarter there have been close to 1,000 smoke detectors installed. There were 14 Bristol residents who were certified in CPR last year. Ms. Huber asked where the Red Cross funding comes from. Stephanie replied that funding comes from communities and fund raising. Every dollar raised in NH stays in NH. Ms. Huber asked how the funding gets divided up from the different towns. Stephanie replied that it is a flat fee of \$0.45 per capita across the state. Red Cross financial statements will be sent to the Committee. Ms. Rounds thanked the Red Cross for their presentation.

Genesis: Kristen Welch gave the Committee updated 2015 financial statements. Genesis is the only mental health center serving the area. The emergency services program serves anyone in an emergency. State law requires that a licensed mental health provider be on call 24 hours, 7 days per week, and 365 days per year. The amount requested from towns is determined by the emergency services deficit and the population of the town. Based on the calculation, Genesis is requesting \$5,250 from Bristol. 137 residents were served last year, with 26 of those receiving emergency services. \$8,000 in charity care was given to Bristol residents. Genesis is a private non-profit with 9% of the budget going towards administrative costs. Mr. Richards asked how many employees there are and what the salaries are. Ms. Welch replied that there are about 192 employees, which is a bulk of their costs. This is a health care organization so there are physicians on staff with professional salaries. There is about 22 administrative staff that handles billing, HR, and maintenance. Mr. Sellers asked what the difference is between Genesis and CADY. Ms. Welch replied that CADY is for substance abuse. Genesis provides medical services prescribed by a physician. Ms. Rounds asked how the fliers are produced. Ms. Welch commented that a lot of the services for the fliers are donated and they are produced at an incredibly reduced cost. Ads are sold to help pay for the publications also. Ms. Huber asked if Genesis receives state and federal funding. Ms. Welch replied that the funding is primarily from Medicaid. Towns help fund the emergency services program. Grafton and Belknap counties help fund services for people without insurance. A small amount is received from Medicare. Federal grants for housing for people with mental illness are used. Ms. Rounds thanked Ms. Welch for presenting.

Day Away Program: Fran Olsen presented program information to the Committee. The Day Away program is day care for adults in early stages of Alzheimer's and dementia. The program runs from 9 to 3 every Thursday. There is a \$25 fee charged to families to cover expenses such as a hot lunch and activities. Ms. Olsen thanked the Committee for the \$1,000 received from the town last year. This money was used to offset the price for crafts, lunch, snacks, and the RN salary. There are about 40 volunteers in the program. The program serves up to 8 families in the area, with 3 families from Bristol being served. Ms. Rounds thanked Ms. Olsen for presenting.

Member Comments:

Select Board Comments:

Mr. Lagueux informed the Committee that the Old Town Hall has been painted using the LCHIP grant money. There are funds remaining from the grant and the Select Board is looking into redoing the floors and interior painting. The Board is in the process of filling the two vacant positions and interviews will be conducted soon for the Town Administrators position. The Business checklist is completed. The Fire

Department has a VIN for the command vehicle and it will be in town soon. The Board is looking at the 2016 budget and warrant articles. The town did receive word from the Courts that the two outstanding beach issues were decided in the town's favor. There is a window for appeal. There has been little movement in regards to the Public Service legal issue. Mr. Capone commented that Eversource has chosen to appeal the decision and this will cost the Town some more money and time.

Ms. Huber asked if the town has a RBO like Alexandria does. Mr. Lagueux replied that Bristol does not have a Rights Based Ordinance but that the Select Board has talked about this. Alexandria did this as a write in and if Bristol were to do this they would just need a sufficient amount of signatures. Mr. Capone commented that the Board has asked to get intervenor's status that allows the Town into the judicial process. The entire process can take up to 14 months. The Board did send a letter to the President of Eversource and this was copied to the SEC, and to state and federal officials and representatives. Mr. Lagueux commented that this can add up in the legal line and that needs to be looked into.

Administrator's Report:

Adjournment:

Shaun Lagueux made a motion to adjourn, seconded by Carol Huber, passed with all in favor. The meeting was adjourned at 8:20 pm.

Respectfully submitted,
Wendy Costigan, Secretary