

Regular Meeting of the  
**Hillsborough County Board of Commissioners**  
**April 2, 2014**

Bouchard Building, Goffstown, NH

Minutes of the Public Session

**(Not Official until Approved by the Board and signed by the Clerk.)**

**Present:** Comm. Pappas, Comm. Holden, Comm. Ziehm, P. Coughlin, P. LaFrance, J. Hardy, D. Dionne, L. Gero, C. Kirby, M. Montminy, B. Moorehead, D. Reidy, M. Castonguay, G. Wenger and L. Stonner

**Call to Order**

Comm. Pappas called the meeting to order at 9:05 a.m. D. Reidy led the Pledge of Allegiance. Mr. Wenger noted that Comm. Holden was on her way.

**Administrative Business**

Minutes

**Motion:** to approve the minutes of the Board of Commissioner's meeting held on March 6, 2014. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

**Motion:** to approve the minutes of the Board of Commissioner's meeting held on March 19, 2014. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

Approval of Payroll Registers

**Motion:** To approve Miscellaneous Payroll registers for the following amounts on the following dates:

- 3/21/14                      \$ 80.00
- 3/27/17                      8,610.09

for a total of \$8,690.09, subject to review and audit. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

**Motion:** To approve a Regular Payroll register dated March 27, 2014 in the amount of \$1,100,821.53, subject to review and audit. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

Approval of Accounts Payable Register

**Motion:** To approve Accounts Payable registers for the following dates in the following amounts:

- 3/21/14                      \$ 116,364.36
- 4/1/14                        4,471,451.22.

for a total of \$4,587,815.58, subject to review and audit. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

Sheriff's Extraditions

**Motion:** To approve Sheriff's Extraditions from 2/6/14 through 2/21/14, noting that they have already been approved by the County Attorney. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

## Transfer # 2014-14 - Nursing Home

**Motion:** To approve Transfer # 2014-14 for the Nursing Home to transfer the amount of \$50,000 from Nursing Home, Nursing-Salaries & Wages, line 4414-7010 and then to transfer a like amount to Nursing Home, Nursing-Overtime, line 4414-7011. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

## Public Comment on Agenda Items

There were no members of the public present who wished to comment on Agenda items.

## Department of Corrections

### Census

Supt. Dionne reported that the census at the Department of Corrections as of March 25<sup>th</sup> included 578 inmates; there were 451 male inmates, 190 had been sentenced and 261 were pre-trial. There were 127 female inmates; 39 had been sentenced and 88 were pre-trial. There were also 17 inmates in the community, 4 inmates in the Pre-Trial Supervision program and 35 female Rockingham inmates.

Supt. Dionne informed the Board that there were 123 individuals in the Mental Health Court; 56 are from Manchester and 67 are from Nashua.

### Overtime Impact Report

The Overtime Impact report is included in the Board's packet.

### Administrative Transfer

Supt. Dionne requested that the Board approve the transfer of a male inmate from Merrimack County and asked that the Board sign the agreement. He explained that the individual is a co-defendant and they wish to keep him separate.

**Motion:** To approve the transfer of a male inmate from Merrimack County and to authorize the Chair to sign the agreement. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

Mr. Moorehead joined the meeting.

### Update on Dryer

Supt. Dionne informed the Board that there was a fire in one of the 3 dryers located in the basement at the DOC; he explained that an inmate was using the dryer and opened the door when he left the room; there is a policy that the dryers are not run when there is no one there, and explained that while the inmate followed policy, opening the door prevented the dryer from running a cool-down period and there was combustion because of the heat. He explained that the dryer and 80 foot vent caught fire and they are looking at ways to prevent a recurrence; he added that damage will exceed \$100,000. Supt. Dionne added that the insurance company is working with the DOC to provide a solution and keep the laundry operational while repairs are being made.

## **Nursing Home**

### Census

Mr. Moorehead reported that the Census at the Nursing Home as of March 13, 2014 was 279 residents; there were 213 Medicaid residents, 33 Private Pay residents and 33 Medicare or managed care residents.

### GI/Flu Update

Mr. Moorehead updated the Board relative to the status of the GI bug and the flu at the Nursing Home that has been affecting residents and staff for 3-4 weeks. He explained that the only unit that is still affected is Unit C-4; all other units are open.

Mr. Moorehead requested that the Board authorize Mr. Lencki to authorize him to lock in natural gas rates for the coming year at the most appropriate time.

**Motion:** To authorize Mr. Lencki to authorize him to lock in natural gas rates for the coming year at the most appropriate time. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

Register Coughlin updated the Board relative to House Bill 1122 which relates to establishing the crime of filing false lien statements against public officials and employees. She added that subcommittees agreed to make it a Felony and the violations will be managed by County Attorneys and the Attorney General's office as opposed to placing the burden on the Registers of Deeds; it will now proceed to the Senate.

In response to a question from Comm. Ziehm relative to a Class B Felony, Attorney LaFrance explained that a Class B Felony can be punished by 3 ½ to 7 years in prison and/or a \$4,000 fine; she added that there can be exceptions.

Register Coughlin informed the Board relative to an ongoing scam that has re-surfaced; it involves a California agency sending out letters to anyone that received a new deed indicating that for \$96 a person can get a copy of their deed. She encouraged anyone who hears about this scam to call her or the Attorney General's office.

Ms. Robinson informed the Board that the overheating issue is caused by 2 problem valves that will be changed in the near future. The system has to be shut down for the valve replacement; it will be done as soon as the weather is milder; additionally, there is a motor that also has to be replaced that work will be done at the same time.

In response to a question from Comm. Ziehm relative to security at Temple Street, Ms. Robinson reported that that they are still working on installing the glass and she will be coming to the Board with proposals for the third floor. She added that they will be going forward with glassing the Recording Office and money has been encumbered for that purpose.

Attorney LaFrance reported that sentencing has occurred on 2 significant cases for 2 individuals; one who had attempted to murder a Manchester police officer was given 20-80 years; the second who was found in his vehicle passed out and then got up and tried to run over additional police officers was given 10 years.

Attorney LaFrance informed the Board that the previous Friday, she had the honor of presenting at Human Trafficking Conference at UNH Law School where Cindy McCain was the keynote speaker.

Mrs. Castonguay reported that the Blue Ribbon Salary Committee met the previous week and will be recommending the following increases to the Executive Committee: Board of Commissioners & Treasurer - no increase; Sheriff - 5% increase; County Attorney - 2%; and Register of Deeds - 2%.

Mrs. Castonguay noted that the recommendations still need to proceed through the Executive Committee and be approved by the Delegation. In response to a question, Mrs. Castonguay noted that she does not believe the recommendations will move to the Executive Committee until April and added that it will likely reach the Delegation in early May.

### **Old/New Business**

#### NHAC Conference

Discussion ensued regarding the NHAC Conference and selecting a location for the conference. Mr. Wenger noted that the association sent requests for proposals. Mr. Wenger reported that the Crowne Plaza in Nashua is not available for the weekend of October 26 through October 28<sup>th</sup> and the cost for break-out rooms, audio visual equipment, podiums and other equipment would be between \$4,000 and \$6,000. He added that Wentworth by the Sea is not willing to lower its prices for the conference. He noted that the choices seem to be the Radisson and Mountain View Grand. Discussion followed and the Board agreed that the most appropriate location would be the Mountain View Grand where there is no fee for conference rooms or equipment, and it is available for the weekend of October 26 through October 28<sup>th</sup>.

Comm. Holden joined the meeting.

**Motion:** To approve the Mountain View Grand for the next NHAC Conference. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Mr. Wenger offered suggestions for volunteers for the conference committee to assist the Board; he suggested include M. Montminy, B. Ives, E. Robinson, D. Boyd, T. Dubois, and H. Bernier. M. Castonguay and Attorney Kirby also volunteered to help if further help is needed; Mr. Wenger noted that the committee will be charged with developing a theme and as the conference approaches, the County will be responsible for staffing the registration desk and other possible tasks. Comm. Holden added that she will be working with the NACo booth.

Mr. Wenger observed that the host County has a \$5,000 stipend to work with.

Sheriff Hardy joined the meeting.

Mr. Wenger noted that a NHAC meeting is scheduled for the following Friday.

#### FY 2015 Budget

Mr. Wenger delivered the budget to the Board and noted that meetings with Department Heads and Elected Officials the following week will kick off the budget discussions. He presented an overview of the budget and noted that the increase to Health Insurance is budgeted at 7.87%.

Supt. Dionne informed the Board that 2 cases were recently settled in favor of the County; they related to Ojo Osahenrumwen and Justin Goulding.

Supt. Dionne reported that last week there were 30 successful Video Arraignments for Nashua District Court and added his thanks to the Sheriff's Department for its staff support. He further added that Judge Kelly has indicated by email that the Administrative Office of the Courts wants to add the Towns of Milford, Goffstown, and Merrimack in the next couple weeks. Supt. Dionne added that Manchester will be new to Video Arraignment, so they are in the learning and training phase.

It was noted that April is County Government month.

#### 2104 CEDS New Project Nomination

Mr. Wenger distributed a draft relative to an opportunity for assistance with land development for the County, and noted that there has been an ongoing effort by the local Planning Commission and the Southern NH Planning Commission to develop a comprehensive economic development strategy that opens the door to Federal programs. He explained that there is an opportunity for the County through CEDS (Comprehensive Development Strategy) to submit plans that will be prioritized and included in the CEDS program; the group is soliciting short, medium, and long-term projects of an economic nature. He noted that this action may open the door to Federal grants and explained that his draft includes a proposed study for the highest and best use of County land and re-purposing the Women's Prison in anticipation of the State vacating the prison in 2016 or 2017. He added that he will request Board authorization and execution of the document at its next meeting.

#### Public Comment

There were no members of the public present who wished to comment.

#### Non-Public Session

**Motion:** To move into Non-Public Session with the Department Heads relative to collective bargaining issues consistent with RSA 91-A 2 I (b). Motion by Comm. Holden, second by Comm. Ziehm. Ziehm-yes, Holden-yes, Pappas-yes. Motion carried.

The Board moved into Non-Public Session at 10:08 a.m.

The Board met with Attorney Kirby, Mr. Moorehead, Supt. Dionne, Sheriff Hardy and Mr. Wenger.

The Board moved out of Non-Public Session at 10:57 a.m.

**Motion:** To move out of Non-Public Session. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

#### Adjourn

There being no further business to come before the Board, Comm. Pappas entertained a motion to adjourn.

**Motion:** To adjourn. Motion by Comm. Ziehm, second by Comm. Pappas. Motion carried.

The meeting adjourned at 12:54 p.m.

*Signed 4/16/2014*

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Comm. Sandra Ziehm, Clerk  
Hillsborough County Board of Commissioners

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Date