

Regular Meeting of the  
**Hillsborough County Board of Commissioners**  
**April 6, 2011**  
Bouchard Building, Goffstown, NH  
Minutes of the Public and Non-Public Session  
(Not Official until Approved by the Board and signed by the Clerk.)

**Present:** Comm. S. Ziehm, Comm. C. Holden, P. Coughlin, J. Hardy, D. Hogan, Rep. C. Seidel, P. Boardman, M. Castonguay, M. Esty, C. Hardy, C. Kirby, P. Lafrance, B. Moorehead, J. O'Mara, J. Parker, D. Reidy, K. Rickrode, M. Rioux, E. Robinson, G. Wenger, and L. Stonner.

**1. Call to Order**

Comm. Ziehm called the meeting to order at 9:03 a.m. Comm. Pappas was absent due to a death in her family.

**2. Pledge to the Flag**

G. Wenger led the Pledge of Allegiance.

**3. Administrative Business**

Approval of Payroll Registers

**Motion:** Comm. Holden moved to approve the Payroll Registers dated March 23, 2011 in the amount of \$1,075.13, and the Payroll dated March 25, 2011 in the amount of \$1,756.10, for a total miscellaneous payroll of \$2,831.23; additionally, she also moved to approve a Regular Payroll dated March 31, 2011 in the amount of \$1,132,819.67, subject to review and audit. Comm. Ziehm seconded the motion. Motion adopted.

Approval of Accounts Payable Registers

**Motion:** Comm. Holden moved to approve the Accounts Payable Register dated March 31, 2011 in the amount of \$2,920,685.15, and the Accounts Payable Register dated April 5, 2011 in the amount of \$2,018,208.78, subject to review and audit. Comm. Ziehm seconded the motion. Motion adopted.

Sheriff's Extraditions

**Motion:** Comm. Holden moved to approve the Sheriff's Extraditions for the period March 1 through March 3, 2011, in the amount of \$2,089.20, noting that the Extradition has previously been approved by the County Attorney. Comm. Ziehm seconded the motion. Motion adopted.

Transfer # 2011-18

**Motion:** To approve Transfer 2011-18 for the Sheriff's Office to transfer from the following lines:

- Line 4211-7170, Education & Conference, the amount of \$1,500
  - Line 4211-7290, Other Fees & Services, the amount of \$1,000
  - Line 4211-7350, Printing & Binding, the amount of \$2,000
  - Line 4211-7390, Other Supplies, the amount of \$1,500
  - Line 4211-7520, Clothing, the amount of \$3,000,
- for a total transfer of \$9,000, and then to transfer \$9,000 to line 7730, Auto Repair. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

#### Transfer # 2011-19

**Motion:** To approve Transfer 2011-19 for the Sheriff's Office to transfer the amount of \$60,000 from Superior Court line 4215-7010, Salaries, and to transfer the amount of \$4,919 from line 4215-7100, Social Security, and then to transfer the amount of \$60,000 to District Court Bailiffs, Salaries & Wages, line 4216-7010, and to transfer the amount of \$4,919 to District Court Bailiffs, Social Security, line 4216-7100 for a total transfer of \$64,919. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

#### Transfer # 2011-20

**Motion:** To approve Transfer 2011-20 to transfer the amount of \$35,978 from 4199-7740, Contingency, and to transfer a like amount to Sheriff's Office, New Equipment line 4211-7970, for a total transfer of \$35,978. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

#### 4. Public Comment on Agenda items

There was no one present who wished to comment on Agenda items.

#### Department of Corrections

##### Census

Supt. O'Mara presented the DOC Census. He noted that as of March 18, 2011, the Census was 502, which included 452 men of whom 319 were being held pre-trial and 133 that have been sentenced. There were 55 women of whom 42 were being held pre-trial and 13 that have been sentenced.

##### Bid # FY11-99 – Building Additions/Restorations

Mr. O' Mara presented Bid # FY11-99 and explained that this is for Sprinkler System repairs.

**Motion:** To approve Bid # FY11-99 for Sprinkler System repairs to Rem-C Fire Protection, Londonderry, NH, noting that it is the lowest responsible bidder at a price of \$12,980. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

Mr. O' Mara provided information that was requested by Comm. Ziehm at the last meeting relative to the transfer of inmates. He explained that for the Fiscal Year 2011, the Hillsborough County Department of Corrections has received inmates that equal a total of 542 prisoner days, while those transferred out to other Counties equal 3,488 total prisoner days, thus Hillsborough County benefits significantly from the inmate transfer agreements with other County Correction's facilities.

#### 7. Nursing Home

##### Census

Mr. Moorehead presented the Nursing Home Census and explained that as of March 24, 2011, the census for the Nursing Home was 281 total patients/residents; there were 201 Medicaid residents, 42 self pay residents, and 38 Medicare Part A residents. He noted that census numbers continue to be strong.

#### Bid # 14-2011 – Dietary, Laundry & Housekeeping Contract Extension

**Motion:** To approve Bid # 14-2011 for contract extension, as outlined by Mr. Moorehead to Fitz, Vogt & Associates, Walpole, NH, at the price of \$999,720 per year for the next two years, noting that it is the lowest responsible bidder. Motion by Comm. Holden, second by Comm. Ziehm.

Mr. Moorehead explained that the two-year extension freezes costs including food, wages for the supervisory personnel and dietician, and supplies, which in turn represents a significant savings for the facility.

Motion carried.

#### Bid # 15-2011 – Medicaid/Medicare Cost Report

Mr. Moorehead explained that this bid is for the services of an accountant who currently has helped the Nursing Home with recovery costs from Medicaid/Medicare.

**Motion:** To approve Bid # 15-2011 for Medicaid/Medicare Cost Reporting to Robin Grill, CPA who is the lowest qualified bidder at a price of \$6,000/year for three years. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

#### Bid# 16-2011 – Electric Pressureless Steamer

Mr. Moorehead explained that this bid is for a steam cooker for the kitchen and noted that the price includes installation.

**Motion:** To approve Bid# 16-2011 for an Electric Pressureless Steamer for the Nursing Home, noting that the lowest responsible bidder is Alternative Sales Corporation, Kingston, NH, at a price of \$11,800. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

#### Approval to Extend Accumed Contract

Mr. Moorehead requested that the Board approve extending the Accumed Contract, as recommended by CBIG, to July 31, 2011; he explained that this gives coverage for 1 month prior to, and 1 month after the inception of the paperless project.

**Motion:** To extend the Accumed contract to July 31, 2011 under the same terms and conditions. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

### 7. Registry of Deeds

Register P. Coughlin distributed Revenue Update information.

### 8. Sheriff's Office

Bid # SO 2011-01 - 2011 Chevrolet Impala.

Sheriff Hardy addressed the Board and requested that the Board approve Bid # SO 2011-01 for a 2011 Chevrolet Impala, noting that the expense was approved during the last budget process and was reviewed at 5 levels prior to being included in the FY 2011 budget.

**Motion:** To approve Bid # SO 2011-01 for the purchase of a 2011 Chevrolet Impala to MacMulkin Chevrolet, Nashua, NH, at a price of \$20,500 and a request to waive competitive bidding consistent with RSA 28:8 e. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

#### Bid # SO 2011-2 – Backup Telephone Lines (4) - Broadband Internet Activation

Sheriff Hardy explained that this bid represents the cost of installing 4 broadband lines that will serve as emergency back up lines for the Sheriff's Department. He requested that competitive bidding be waived consistent with RSA 28:8-e because this is a sole source provider.

**Motion:** To approve Bid # SO 2011-02 for backup telephone lines at a price of \$1,258 to Comcast, noting that it is a sole source provider. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

#### Bid # SO 2011-03 – Console for County Dispatch System

Sheriff Hardy explained that this bid is for a Dispatch Console for two-way communications in the Sheriff's Office at a price of \$14,812 to 2 Way Communications; he requested that competitive bidding be waived consistent with RSA 28:8-e and explained that this is a State bid.

**Motion:** To approve Bid # SO 2011-03 for a Console for County Dispatch in the Sheriff's Office, as described by Sheriff Hardy. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried.

### 9. Public Comment

There was no one present who wished to address the Board.

### 10. Old/New Business

Mr. Wenger reminded those present that the Governor & Council Breakfast honoring Veterans will be held on Wednesday, April 13<sup>th</sup>. He passed on a request from NHAC to have 2 Veterans from the County attend; Mr. Moorehead agreed to send a representative as did Mr. O'Mara. Messrs. Moorehead and O' Mara indicated that they will accompany the representatives from Hillsborough County.

Mr. Wenger asked to meet with the Board in Non-Public Session under RSA 91-A :3 II (a) to discuss compensation of an employee.

Mr. O' Mara informed the Board of a publication from the NH Center for Public Policy Studies, titled: "An Uneven Playing Field: The Disparate Impacts of Local Aid Cuts." He noted that it is a great document and a good resource relative to the State's budget cuts and the cost shifting that impact on the County and communities. He explained that Police and Fire Departments have been hit very hard, and went on to note that the State doesn't use the term "downshifting," but refers to it as it has been "up shifting the burden."

**Motion:** To enter into Non-Public Session with Sheriff Hardy, Attorney Kirby, Attorney D. Hogan, and Mr. Wenger consistent with RSA 91-A :3 II (a) to discuss compensation of an employee. Motion by Comm. Holden, second by Comm. Ziehm. Holden-yes, Ziehm-yes. Motion carried.

The Board moved into Non-Public Session at 10:03 a.m.

Commissioners Holden and Ziehm met with Sheriff Hardy, Attorney Kirby, Attorney D. Hogan, and Mr. Wenger relative to compensation. No action was taken during Non-Public Session.

The Board moved out of Non-Public Session at 10:55 a.m.

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

Comm. Holden informed those present that an agreement has been reached with the Chemical Workers at the Nursing Home.

Mrs. Castonguay presented the Board with a letter from Rep. Vaillancourt; he came to speak to the Board but left.

The Board held a discussion relative to information that would be helpful during the budget process, and the difficulty and time required in reconstructing some of the requested information because it is very time consuming and is outside the limits of what the Munis program has been set up to do once the fiscal year is completed. It was noted that the software was initially set up to produce budget documents and information consistent with the Executive Committee's requirements. To change the system at this point would require outside assistance and expense. The Board agreed that the investments could not be justified at this time.

Lacking further business, the Chair entertained a motion to adjourn.

**Motion:** To adjourn the meeting. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

The meeting adjourned at 12:14 p.m.

*Signed 6/15/11*

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Comm. Carol H. Holden  
Vice Chairman/Clerk  
Hillsborough County Board of Commissioners

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Date