

Regular Meeting of the  
Hillsborough County Board of Commissioners  
April 7, 2010  
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. C. Holden, Comm. M. Clemons, P. Coughlin, A. Durette, M. C. Kirby, M. Lencki, M. Montminy, L. Movsesian, D. Reidy, M. Rusch, G. Wenger, and L. Stonner.

**Also present:** Manchester Mayor Gatsas and a staff member.

**1. Pledge to the Flag**

Comm. Pappas called the meeting to order at 10:02 a.m., followed by the Pledge to the Flag led by Mayor Gatsas.

Comm. Pappas requested that the Board change the order of business to allow it to address the request of the City of Manchester and invited the Mayor and staff to join the Board at the table. The Mayor thanked the Board for the opportunity to be heard relative to Economic Development Bond funds, and offered to answer questions. Comm. Pappas welcomed questions or comments and inquired if Comm. Clemons had an opportunity to speak with Mayor Lozeau of Nashua relative to the Board's last meeting and the awarding of the Economic Development Bond funds. Comm. Clemons replied that he had several conversations with Mayor Lozeau; she indicated that she was going to look for a "shovel-ready" project. The Mayor indicated that since the City of Manchester was prepared to accept the money, she would cede the funds to Manchester at this time and asked for the City of Manchester's cooperation if there would be another round of Stimulus funds available to cities in the future. Mayor Gatsas expressed his appreciation to the Board and to the City of Nashua; he noted that he would call Mayor Lozeau today. Comm. Holden noted that it was the Board's wish to allow the City of Nashua an opportunity to qualify for some of the funding by today's deadline, but since that did not happen; she is prepared to move that the City of Manchester be awarded the funding.

**Motion:** To take the necessary steps to waive the County's interest in the Economic Development Bond funds to the City of Manchester, and to authorize the Chair to execute any related documents. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Mayor Gatsas thanked the Board and noted that the City of Manchester will take the necessary steps to meet the requirements.

**2. Administrative Business**

Commissioner Pappas noted that the Board would address administrative business at this time.

Minutes

Consideration of pending minutes was deferred at this time. Comm. Pappas entertained a motion to approve the Payroll and Accounts Payable Registers.

Approval of Payroll Register

**Motion:** To approve the Payroll Register dated April 1, 2010 in the amount of \$1,140,246.98 subject to review and audit. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

### Approval of Accounts Payable Registers

**Motion:** To approve the Accounts Payable Register dated March 30, 2010 in the amount of \$642,419.31, and to approve the Accounts Payable Register dated April 7, 2010, in the amount of \$5,109,163.87, subject to review and audit. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

### Sheriff's Extradition

**Motion:** To approve the Sheriff's Department extradition dated March 9, 2010 in the amount of \$802.90, noting that it has already been approved by the County Attorney. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Pappas observed that there was a Telephone Poll before the Board.

### Telephone Poll

Comm. Holden noted that a Telephone of the Board was conducted on March 31, 2010 at her request, seeking approval to forward a letter to the Mary Gale Foundation, Inc., in support of Hillsborough County Nursing Home "Elders on the Grow" Greenhouse Proposal grant application. She noted that each Board member was contacted and expressed support for the action.

**Motion:** To approve the Board's action to forward a letter to the Mary Gale Foundation, Inc. in support of the Hillsborough County Nursing Home "Elders on the Grow" Greenhouse Proposal grant application. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Pappas noted that there are several transfers before the Board today.

**Motion:** To approve Transfer #2010-27 to transfer \$90,000 from Nursing Home Nursing line 4411-7140 Insurance line and to transfer the same amount to the Department of Corrections line 4230-7140 Insurance line. Motion by Comm. Holden, second by Comm. Clemons.

Comm. Holden explained that the transfer is requested for the payment of the County's Worker's Compensation and Liability insurance bills.

Motion carried.

**Motion:** To approve Transfer #2010-28 to transfer \$25,000 from Nursing Home line 4411-7140, Admin Insurance/Workers Compensation Insurance; and to transfer the same amount to Nursing Home Admin. Bed Assessment line 4411-000-7299. Motion by Comm. Clemons, second by Comm. Holden.

Comm. Clemons noted that the transfer is necessary due to the fact that the Nursing Home is running above budget as of February 28, 2010 year to date.

Motion carried.

Mr. Wenger explained that both of the above transfers come from the Nursing Home Liability Insurance line and that funds were moved within the same line, namely Liability Insurance; he noted that Mr. Moorehead was hesitant to approve the transfers, but he conceded. Mr. Wenger explained that the Department's budgets are getting tighter and tighter.

### 3. Public Comment on Agenda Items

There was no one present who wished to address agenda items.

### 4. Department of Corrections

Census

Supt. O'Mara presented the DOC Census, noting that as of March 31, 2010, the Census was 597, which included 523 men of whom 365 were being held pre-trial and 158 that had been sentenced. There were 74 women of whom 46 were being held pre-trial and 28 that had been sentenced.

### 5. Nursing Home

Census

Mr. Moorehead presented the Nursing Home Census and explained that as of April 1st, the report indicates that there were 276 beds occupied, which included 205 Medicaid residents, 42 private pay residents, and 29 Medicare Part A residents.

### 6. Registry of Deeds

March Revenue

Register Coughlin explained that the revenue for March was down approximately 17%, but the Registry is still up approximately 4% for the year. She reviewed the Registry's revenue and explained that LCHIP for the month was down 17%, but still up for the year; she explained that April is anticipated to run about the same as the previous year.

Register presented a Re-Structuring plan for her Department, noting that this was at the Board's request. She explained that the Registry is not a departmental type of Organization, but that all staff needs to work together. Ms. Coughlin explained that the Registry staff has been cross-trained so that absences can be covered and three individuals have been trained as Deputy Register so that if she is absent, any one of those persons can step in and make decisions as necessary. She requested that the Board abolish the position of Deputy Head Computer person as of this date, and provide the person with two weeks pay as well as any anniversary adjustments. She further asked that she be allowed to work with Human Resources to rename two positions to a Manager position; she is proposing to change the Assistant Department Head/Proof Reader to a position entitled "Manager Data Entry/Proofreader," and to change the position of Records Retention Director to "Manger Records Retention."

Mr. Wenger observed that the Register of Deeds has presented a reorganization proposal to the Board for its approval with respect to re-structuring and noted that as a result of that, two positions will be renamed and a third position will be eliminated; he indicated that an appropriate action would be to accept the recommendation.

**Motion:** To accept the recommendations and request of the Register of Deeds, P. Coughlin.  
Motion by Comm. Holden, second by Comm. Clemons.

Comm. Clemons inquired if there had been any resistance from the employees to the proposed change, and if it has been presented to the employees, to which Ms. Coughlin responded that there were none that she was aware of; it has not been presented to the employees because she is required to present it to the Board first. He then asked if Ms. Coughlin anticipated any problems; she responded that she does not know. Comm.

Clemons asked how Ms. Coughlin was proposing to let the staff know that this will be happening. Ms. Coughlin explained that she has held numerous conversations with Human Resources and Mr. Wenger relative to this change; there will be a staff meeting and a meeting with the individual, both of which will happen today.

Motion carried.

## **7. Human Services**

### Revenue and Expense Update

E. Robinson distributed a packet for the record that illustrated the “*Revenue Projections for FY 10*” as well as year-to-date revenue and year-end projections; also included in the packet were “*Billed Amounts for State FY10*,” “*Human Services FY 10 Budget ADDE*,” and “*Human Services FY10 Budget FIP only*.” She referred the Board to “*Billed Amounts for State FY10*,” and noted that the County has been billed \$26,798,331.96 and has taken \$738,686.25 in deductions, which means that the County has paid \$26,059,645.71; she explained that the County’s Cap is \$30,911,752; the difference of what has been paid is \$4,852,106.29. She predicted that the County will have to pay a portion of the May bill, but will not have to pay the June bill based on the County Cap. Ms. Robinson reported that the County has received about half of the ARRA fund; she budgeted for FY 2011 based on the ARRA funds continuing until June 2011. Ms. Robinson went on to explain the State’s billing system, the Federal impact to that billing, and how it affects the County Human Services Department. Ms. Robinson reported that there are additional ARRA funds that go to the Nursing Home.

Mr. Wenger reported that the County expects to receive approximately one million dollars in ProShare funds this year; however, it was not given consideration in the FY 10 budget so it will be an increase in Surplus. Ms. Robinson explained that the line was zeroed out based on last year’s expectation.

## **8. Old/New Business**

Comm. Holden reported that she had information from the previous Friday’s Association meeting; there are electric brokers who supply electricity; she noted that she did not know if there is interest in Hillsborough County in looking at this and noted that it would have to go out to bid. Mr. Wenger asked who should address that; Mr. Moorehead responded that M. Lencki is the contact person in the County. Mr. Wenger noted that B. Miller has a question relative to a follow-up that he will refer to Mr. Lencki.

Comm. Holden noted that she looked for \$184,975 that is needed for the Retirement System; she noted that there are two ways to handle it; she expressed her disappointment that the Executive Committee thought this was a slush fund for the Commissioners Contingency when actually, the Board did not add that to the budget; it was put in by the Executive Committee and then approved by the Delegation. She noted that Contingency is the only large “pot of money” available and it is interesting that the State Reps thought this was being used as a slush fund. She remarked that she does not see where that amount of money can be found in the budget; there are a couple of choices; each Department can be told to find their own money for the Retirement, which may be difficult for the Sheriff’s Department, or a request can be made for a supplemental appropriation, which people have been reluctant to do in the past. She observed that the State Reps voted for the Retirement System when the increases to the Counties came up, but at the County level, the money is not there to pay for it. Mr. Wenger noted that the small Departments should be able to find the money, but it will be difficult for the larger Departments such as the DOC (\$150,000) and the Sheriff’s Department \$50,000. Comm. Holden noted that the Retirement contribution has to be paid when the checks go out. Comm. Clemons inquired if the Board could simply re-submit the original transfer denied. Mr. Wenger noted that that could possibly be an option, but there might be discussion with Counsel relative to re-submitting; another consideration would be to make changes to the transfer. Comm. Holden noted that if a transfer is not

approved, the Board could request a supplemental appropriation. Mr. Wenger noted that it is his intent to address this with a form at the Board's next meeting.

Comm. Clemons expressed his hope that Department Heads do not become discouraged when it comes to applying for grants; it is his belief that grants are a way of testing new programs at no expense to the County. He noted that at the last Executive Committee meeting, there were three Committee members that did not agree with that; they thought that the County should not accept any grants because it is coming out of our pockets whether it is on the Federal level or on the County level. He summarized by noting that his belief is that if Hillsborough County does not take a grant, then it will just go to some other County in the country, and we will still be paying for it without getting the financial advantage. Comm. Clemons observed that at the Executive Committee meeting, one of the Committee members made an analogy to a used car salesman when he referred to used Cadillacs as Democratic cars. Comm. Clemons noted that if he went to a used car dealer and was told that he could use the car for free for two years, and then decide if you want to pay for it, he would certainly jump at that proposal.

Comm. Holden observed that the Executive Committee asked many of the same questions that she did relative to where the Family Justice Center for Victims of Violence is going to be located; she noted that she does not see how we can do this program, She will be looking to discuss this during the Sheriff's Department presentation and suggested that this might be located within the rooms that the Sheriff's Department is currently using.

Register P. Coughlin informed the Board that within the last two weeks, 256 people have signed up for the Property Fraud Alert Program that she brought to the Board's attention at its last meeting, further noting that there has been no advertising.

Mr. Wenger asked the Board if it wished to discuss the Executive Committee meeting that the Board attended relative to the Budget. He noted that there seemed to be a demand for two to three types of budgets, and explained that there are already at least four budgets, including:

- the budgets that the Departments have placed as a recommendation to the Board,
- the Board's budget, which will become the budget should the Delegation not approve a budget,
- the Sub Committee's recommendations for a budget,
- a budget that will be adopted by the Executive Committee, which will in turn be recommended to the Delegation,
- the Delegation budget.

Mr. Wenger noted that the meeting was worthwhile, but observed that there did seem to be some demand that the Board provide two and three versions of the budget. He noted that the statutes require that the Board adopt the budget that it needs to deliver the services that it intends to deliver to the County. Comm. Pappas felt that the meeting was productive. Comm. Clemons noted that when he was on the school board there were three budgets that included community input; he noted that it was a very lengthy process, as well as a very cumbersome process; he further noted that while it was effective in getting it by the Aldermen; it was not productive, and he believes that they ended up in the same place they would have with only one budget; it was a political process more than an economic process. He remarked that he is comfortable with the way the Board develops the budget.

Mr. Wenger noted that he has observed over the years that there seems to be some anger if the Board does not bring forward the budget other people expect. He suggested that the checks and balances come from a different area so that you end up with good budgets. He further explained that the process is very difficult but from a tax standpoint it is good because the County has a very tight budget.

Comm. Holden noted that she feels that the Board has issues to work on in its own budget. She noted that when the Board's budget is scheduled to come before the Sub Committee, she has a conflict; she asked if it

would be possible to change that date because she would like to be able to attend the meeting. Comm. Clemons noted that he has no problem with it being changed and Comm. Holden noted that she could speak with Ms. Rusch to see if it could be re-scheduled to another date.

Comm. Clemons asked if there were any way to re-schedule the Public Hearing, which is scheduled for April 26<sup>th</sup>. After discussion, the Board agreed to re-schedule the Public Hearing to Friday, April 23<sup>rd</sup> at 9:00 a.m., followed by the Executive Committee meeting. Mr. Wenger noted that he will talk with Ms. Rusch to see if this would work for the Executive Committee as well.

Rep. L. Movsesian asked to address the Board; she noted that she wished to correct the record referring to something that was said earlier in the meeting in regards to the last Executive Committee Meeting; she stated that it was not the Executive Committee that referred to the Contingency money as a "slush fund;" the comment was made by one individual Representative, and the Board, unfortunately, was the recipient of some of his wrath; she apologized to the Chair and explained that she was embarrassed by that. She went on to say that she wanted the Board to know that it was not the Executive Committee's opinion, and that one individual Representative's opinion does not reflect the opinion of the body.

## **9. Public Comments**

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

## **10. Non-Public Session**

Comm. Pappas asked if there were any requests for Non-Public session; there we none.

## **11. Adjourn:**

Comm. Pappas asked the Board if it wished to address any other business.

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

The meeting adjourned at 10:52 a.m.

*Approved 5/6/2010*

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Comm. Michael Clemons, Clerk  
Hillsborough County Board of Commissioners

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Date