

Regular Meeting of the
Hillsborough County Board of Commissioners
April 21, 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. Pappas, Comm. C. Holden, Comm. M. Clemons, P. Coughlin, J. Hardy, A. Durette, C. Kirby, B. Moorehead, J. O'Mara, D. Reidy, M. Rusch, G. Wenger, and L. Stonner.

1. Pledge to the Flag

Comm. Pappas called the meeting to order at 10:06 a.m., followed by the Pledge to the Flag led by G. Wenger.

2. Administrative Business

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

Minutes

Comm. Clemons requested that consideration of pending minutes be deferred until the next meeting. 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 15, 2010 in the amount of \$1,163,838.17 subject to review and audit. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Approval of Accounts Payable Registers

Motion: To approve the Accounts Payable Register dated April 21, 2010 in the amount of \$378,871.18, subject to review and audit. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

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

Telephone Poll

Comm. Clemons explained that a Telephone Poll of the Board was conducted on April 8, 2010 at the request of the Department of Corrections seeking approval to accept the transfer of a male inmate from the Sullivan County Department of Corrections. He noted that each Board member was contacted and expressed support for the action.

Motion: To affirm the Board's action taken during the Telephone Poll. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Comm. Pappas noted that there are many transfers before the Board today. Mr. Wenger offered that the Transfers are not an indication that there is any money left in the lines being addressed by the transfers.

He further noted that there are actually three transfers, but one has items A through L.

Transfers

Transfer # FY 2010-29 – Sheriff's Office

Motion: To approve Transfer # FY2010-29, to transfer from Contingency Grant line 7740 the amount of \$51,007, and to transfer to Sheriff's Part Time line 7010 the amount of \$47,307, and to transfer to Part Time Social Security line 7100 the amount of \$3,700. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger observed that it was his understanding that the transfer FY 2010-20, which was presented at the previous Executive Committee meeting was not approved and the issue was where the money was taken from; the next several transfers, FY 2010-20-A through FY 2010-20-L relating to Retirement Contributions have been done individually because the money is needed now; in some cases the County cannot get through more than one more payroll without a transfer. He noted that by doing them separately, should there be a problem at the Executive Committee level with one transfer, the remainder can be considered. He explained that it was difficult in some cases to find the money and noted that what funds will be available will change from year to year.

Comm. Clemons asked to note on record that this made a lot of unnecessary work for the Business Office and all the people who had to contribute time reviewing their accounts to find money because the Executive Committee did not approve the previous transfer; he offered that this was not necessary.

Transfer # FY 2010-20-A – County Convention

Motion: To approve Transfer # FY2010-20-A to transfer from the County Convention Travel-In-State line 7700 the amount of \$450, and to transfer to County Convention Retirement Contributions line 7130 the amount of \$450. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden noted that these motions are necessary because on June 30, 2009 after the County's budget process was completed, Governor Lynch signed HB2, which contained a series of revisions to RSA 100-A, the laws that govern the NH Retirement System; among the changes, the State's share of contribution was reduced from 35%, as budgeted by the County, to 30% for the fiscal year 2010. The County's budget appropriation for line 7130 is insufficient and a transfer is requested to fund the anticipated expenditure through the fiscal year. Comm. Holden noted that this action by the State applies to transfers 20-A to 20-L.

Transfer # FY-2010-20-B – Computer Information Systems

Motion: To approve Transfer # FY2010-20-B to transfer from the Computer Information Systems Travel-Out of State line 7710 the Amount of \$125, and to transfer from Computer Information Systems Postage line 7380 the amount of \$350, and to transfer to Computer Information Systems Retirement Contributions line 7130 the amount of \$475. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Transfer # FY-2010-20-C – Human Resources

Motion: To approve Transfer # FY2010-20-C to transfer from Human Resources Health & Accident line 7120 the amount of \$350, and to transfer to Retirement Contributions line 7130 the amount of \$350. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Transfer # FY-2010-20-D – Registry of Deeds

Motion: To approve Transfer # FY2010-D for the Registry of Deeds to transfer from the Department's Health & Accident line 7120 the amount of \$2,000, and to transfer to Retirement Contributions line 7130 the amount of \$2,000. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Transfer # FY-2010-20-E – County Complex

Motion: To approve Transfer # FY2010-20-E for the County Complex to transfer from Insurance-Worker's Compensation/Liability line 7140 the amount of \$500, and to transfer to Retirement Contributions line 7130 the amount of \$500. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Transfer # FY-2010-20-F – Sheriff Office

Motion: To approve Transfer # FY2010-20-F for the Sheriff's Department to transfer from Sheriff's Detail-Salaries & Wages line 4217-7010 the amount of \$24,000 and to transfer to Sheriff's Retirement Contributions line 4211-7130 the amount of \$24,000. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Transfer # FY-2010-20-G – DOC/Complex/County Att'y/Human Services to DOC

Motion: To approve Transfer # FY2010-20-G to transfer from:

- the Department of Corrections Salaries & Wages line 4230-7010 the amount of \$15,000,
- the Department of Corrections Food line 4230-7500 the amount of \$50,000,
- the Department of Corrections Medical/Dental line 4230-7590 the amount of \$15,000,
- the Department of Corrections Gas-Heating/Cooking line 4230-7620 the amount of \$10,000, the Department of Corrections Fuel line 4230-7650 the amount of \$10,000,
- the County Complex Fuel line 4198-7650 the amount of \$37,000,
- the County Attorney Retirement line 4123-7130 the amount of \$10,000, and
- the Human Services Administration Retirement line 4441-7130 the amount of \$1,500, which represents a total transfer from the above listed Department lines of \$148,500, and then to transfer to the Department of Corrections Retirement Contributions line 4230-7130 the amount of \$148,500. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Transfer # FY-2010-20-H – Cooperative Extension

Motion: To approve Transfer # FY2010-20-H from the Cooperative Extension Health & Accident line 4611-7120 the amount of \$1,000, and to transfer to the Cooperative Extension Retirement Contributions line 4611-7130 the amount of \$1,000. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Transfer # FY-2010-20-I – Conservation District

Motion: To approve Transfer # FY2010-20-I to transfer from the Conservation District Health & Accident line 4619-7120 the amount of \$200, and to transfer to Conservation District Retirement Contributions line 4619-7130 the amount of \$200. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Transfer # FY-2010-20-J – Nursing Home-Rehab to Nursing

Motion: To approve Transfer # FY2010-20-J to transfer from the Nursing Home Rehabilitation Retirement Contributions line 4421-7130 the amount of \$4,000, and to transfer to Nursing Home Nursing Retirement Contributions line 4414-7130 the amount of \$4,000. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Transfer # FY-2010-20-K – Nursing Home-Dietary to Housekeeping

Motion: To approve Transfer # FY2010-20-K to transfer from the Nursing Home Dietary Retirement Contributions line 4413-7130 the amount of \$1,000, and to transfer to Nursing Home Housekeeping Retirement Contributions line 4416-7130 the amount of \$1,000. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Transfer # FY-2010-20-L – Nursing Home Social Services

Motion: To approve Transfer # FY2010-20-L to transfer from Nursing Home Retirement Contributions line 4413-7130 the amount of \$1,000, and to transfer to Nursing Home Social Services Retirement Contributions line 4418-7130 the amount of \$1,000. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Transfer # FY-2010-22-A – BO/CIS/Deeds/N Home to County Commissioners

Motion: To approve Transfer # FY2010-22-A to transfer from:

- the Business Office Health & Accident line 4150-7120 the amount of \$1,000,
- the Computer Information Systems Health & Accident line 4151-7120 the amount of \$1,000,
- the Deeds Health & Accident line 4193-7120 the amount of \$2,000,
- the Nursing Home Administration Consulting Expense line 4411-7230 the amount of \$6,000, for a total transfer of \$10,000, and then to transfer to the County Commissioner's Consulting Expense line 4130-7230 the amount of \$10,000.

Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

3. Public Comment on Agenda Items

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

4. Department of Corrections

Census

Supt. O'Mara presented the DOC Census, noting that as of April 15, 2010, the Census was 605, which included 537 men of whom 362 were being held pre-trial and 175 that had been sentenced. There were 68 women of whom 42 were being held pre-trial and 26 that had been sentenced; additionally there are 15 in the community.

Supt O'Mara noted that he has items to address under Old/New Business. Supt O'Mara offered that the Board will likely be asked questions at the Delegation level about transfers related to the DOC and about where the money is coming from and going to, and why. He offered to address any questions that might arise and encouraged the Board to yield to him any questions related to the DOC.

5. Nursing Home

Census

Mr. Moorehead presented the Nursing Home Census and explained that as of April 15th, there were 279 beds occupied, which included 199 Medicaid residents, 47 private pay residents, and 33 Medicare Part A residents. He added that the current census is at 284. Mr. Moorehead referred the Board to newspaper articles that are included in the Commissioner's packets.

Comm. Clemons asked about the census report section that defined Residents-in-house by District, noting that in District #2 there were 45 on March 25th, but that dropped to 15 on April 1st. Mr. Moorehead explained that he will verify those numbers.

Comm. Pappas inquired about how a person would volunteer at the Nursing Home; she noted that a constituent had asked about volunteering. Mr. Moorehead responded that the person should come to the Nursing Home and meet with Ann Cresswell, the Activities Director who coordinates the volunteer program.

6. Old/New Business

Supt O'Mara informed the Board that the road to the river (behind the boiler building) is open now that fishing season has opened; it is accessible to those who can walk down; those who are handicapped may drive down to the river. The gate across the river access from Henry Bridge Road will remain closed because of past problems with people dumping trash in the area.

Supt. O'Mara noted that he has received a request from the Cooperative Extension to use the parking lot adjacent to the barn for its Yard Sale, which will be managed by M. Koski on June 19th from 7:00 a.m. to 2:00 p.m.; it will be cleaned up by 3:00 p.m. He noted that the County considers the Cooperative Extension to be a part of the County, not an outside agency, and its request for use of the property outside of its designated space is always granted, as it would be with other County Departments.

Supt O'Mara noted that a request was received from J. George to put up 4-H Youth Development posters with photographs around the Bouchard Building; approval was given.

Supt O'Mara informed the Board that the Manchester Health Department presented the DOC with the "Public Health Excellence Award for Food Safety;" he noted that this is a program which recognizes food establishments that maintain high sanitary standards throughout the previous year; in addition, an establishment must meet other criteria, which are important to the public's health. Supt O'Mara noted that the Department of Corrections has been invited to attend the next Board of Health meeting on Monday, May 10, 2010 at 4:30 p.m. at which time the Health Department will officially present the award.

Supt O'Mara noted that the Board had asked him at a Budget Review meeting if he could develop a cost analysis relative to the impact of Senate Bill 500. He explained that he came up with a figure of about \$308,000 and noted that he had emailed the information to each Commissioner individually; he noted that while the information was subjective, it was based on information from the State relative to the number of people on probation in Hillsborough County times a cost of about \$62/day, and based on each being sent to jail for a week (not including the number who violated probation and committed a new crime). He asked if the Board wished to include that amount in Contingency or if it wished to leave that decision to the Executive Committee. He further noted that it would be important to recognize the issue at the following Friday's Public Hearing. Comm. Holden suggested that Supt O'Mara speak to this issue at the Public Hearing.

Supt O'Mara stressed that there is no incentive for those who may be sent to jail for a week, and if they have a medical crisis or experience drug and alcohol withdrawal, then the DOC is responsible for the related bills for care. Supt. O'Mara offered that the most disturbing thing is that there is no requirement for the Parole or Probation Officer to contact the DOC to see how the person is faring, if the person is behaving, or if the short incarceration was even helpful. Comm. Clemons stressed that the medical aspect of the incarceration is important to understand as well as the County's responsibility in such a situation. Supt. O'Mara summarized by noting that before the Court's were unified, there were Probation Officers at every Courthouse in the County; the Officers worked closely with the Court. He suggested that if the County can be its own gatekeeper, there will be closer observation and incentives for the people to meet the terms of their probation. Supt O'Mara noted that the State is basing the bill on a snapshot of only three months time, and suggested that any good program should be based on a longer period of review.

Comm. Holden informed the Board that the Governor and Council breakfast for the Association of Counties will be held on Wednesday, April 28th at the Primex building in Concord at 8:00 a.m. The Human Resource affiliate is doing a presentation on "Healthy Counties;" she suggested that since Hillsborough County has been selected as a County participating in the pilot program, perhaps that can be included in the presentation. She reported that another program is the Network of Care for Aging and Disabilities; there are pilot programs in place but Hillsborough County is not participating at this time.

Comm. Pappas inquired if V. Chandler is involved; Mr. Wenger noted that he will discuss it with her. Comm. Holden noted that she will provide information relative to the Dental Discount program.

7. Public Comments

There was no one present from the public who wished to comment.

8. Non-Public Session

There were no requests for Non-Public Session

Mr. Wenger asked to speak with the Board relative to negotiations under RSA 91-A:2 I (b) and Attorney Kirby requested to meet with the Board relative to a case involving the Department of Corrections and matters involving the Nursing Home.

Comm. Pappas noted that NACO encourages people to serve on committees and noted that she would like to continue to serve on the Arts & Culture Committee and asked for the Board's support of that action. The Board agreed to support her effort.

Comm. Holden indicated that she would like to again be appointed to the Membership and to the Members & Programs Committee; she noted that she will be applying for the position of Chair for the Labor & Employment Committee; the Board supported Comm. Holden's efforts.

Motion: To recess. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

The Board recessed at 10:41.

The Board moved out of recess at 11:21 a.m.

Motion: To come out of recess. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger noted that the Board had asked Ms. Robinson to revise the Job Description in the Temple Street budget and change it from Maintenance/Security to focus on Maintenance. He noted that she has done that. He also advised the Board that the MS-46 that was sent to the Cities and Towns was correct, but the budget summary reports that he had given the Board contained incorrect information; he distributed revised reports to the Board and referred the Board to the Revenue side, noting that the taxes are actually lower than originally stated; taxes have gone down about \$100,000; the final number is \$41,197,023. He explained that the amount to be raised by taxes has been reduced by \$3,523,364 or 7.9% over last year.

The Board reviewed the Temple Street job description for the Maintenance employee. There was discussion that with this employee in place, the Cleaning Services line 7297 could be reduced to take out snow removal and lawn maintenance. Mr. Wenger explained that it was his understanding that this person would also be in place to address a number of visible simple maintenance issues that may not be done when a maintenance person is not in place. The Board discussed the duties and the fact that the job can be redefined after one year. Comm. Holden suggested that the position could be funded for a period of ten months for FY '11 and the insurance funded for eight months since the date of hire will probably not be in place for a few months. In response to a question from Comm. Holden, Mr. Wenger noted that the salary for this position is budgeted at \$35,360.

Motion: To approve the position request for a Facility Maintenance Worker for Temple Street, and to fund the position for a period of ten months, to adjust the roll-ups, and to fund the Health Insurance for a period of eight months. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Pappas inquired if the Board had any other recommendations for budget changes.

Comm. Holden expressed her concern relative to the revenue projected for the ADDE line, noting that it is based on the Human Services Department having 250 people in the program for the year, and she does not believe the Department will reach that number of clients; she suggested that the budget for that line be lowered. There was discussion among the Board relative to this budget line; Comm. Clemons agreed that the budget amount does not seem practical since the program has been up and running for four months and there are only 25 clients; he noted that 250 seems a little high to him. The Board discussed the cost and the number of people being served and how the revenues are collected. Mr. Wenger noted that the Board may wish to delay any change until after the Public Hearing.

Comm. Holden noted that it is important that the Board know how the ARRA funds will be used and what expenses will be offset.

Comm. Pappas reminded those present that the Public Hearing is scheduled for the following Friday at 9:00 a.m.

Mr. Wenger noted that discussion has not been held yet to address potential adjustments for the non-affiliated employees. Comm. Holden noted that an option would be to do what the UNH has done, that is to limit increases to those with salaries under \$40,000. Comm. Pappas noted that she would favor considering Comm. Holden's suggestion. The Board agreed to give the non-affiliated increases consideration, and it will address the matter at a future meeting.

Mr. Wenger noted that he received a telephone call, and that he anticipates that he will be receiving a 91-A request from the Union Leader for all County employees' salaries for the past two years.

Mr. Wenger informed the Board that the County has 125 non-affiliated full time and part time employees, and two proposed new positions; there are approximately 32 employees with wages below \$40,000. He reviewed last year's increase, and noted that there was a 2% performance-based increase and 0% COLA.

The Board agreed to adjourn the regular meeting; it is still in recess from the last budget hearing and will reconvene after the Public Hearing.

Adjourn

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

The meeting adjourned at 12:15 p.m.

Approved on 5/19/10

Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

Date