

Regular Meeting of the
Hillsborough County Board of Commissioners
April 23, 2008
Bouchard Building, Goffstown, NH

Minutes of the Public and Non- Public Session-Amended
(Not Official Until Approved by the Board and signed by the Clerk.)

Present: Comm. T. Pappas, Comm. C. Holden, Comm. M. Clemons, G. Wenger, D. Reidy, M. Moorehead, S. Chidavaenzi, M. Rusch, C. Kirby, J. O'Mara, J. Hardy, J. Dimick, M. Lencki, and L. Stonner

Also present: M. Brady, P. LaFlamme, J. Hecker and J. Connors.

1. Pledge to the Flag

Comm. Pappas called the meeting to order at 10:47 a.m. followed by the Pledge to the Flag led by L. Stonner.

Motion: To move into Recess. By Comm. Holden, second by Comm. Clemons. Motion carried.

The Board moved into Recess to consult with Counsel at 10:48 a.m.

Motion: To move out of Recess. By Comm. Holden, second by Comm. Clemons. Motion carried.

The Board moved out of Recess at 11:13 a.m. to resume the regular meeting.

2. Minutes

The Board did not consider minutes at this time.

3. Business Office

Approval of Payroll Register

Motion: To approve the Payroll Register dated 4/17/08 in the amount of \$1,120,481.73, subject to review and audit. By Comm. Holden, second by Comm. Clemons. Motion carried.

Approval of Accounts Payable Register

Motion: To approve the Accounts Payable Register dated 4/22/08 in the amount of \$405,997.19, subject to review and audit. By Comm. Clemons, second by Comm. Holden. Motion carried.

Extradition Vouchers

Motion: To approve the following Extradition Vouchers, noting the County Attorney has already approved them:

- dated 3/14/08 in the amount of \$ 87.49
- dated 3/20/08 in the amount of \$859.92
- dated 3/24/08 in the amount of \$ 6.00
- dated 3/26/08 in the amount of \$508.67

for a Total of \$1,462.08. By Comm. Holden, second by Comm. Clemons. Motion carried.

Budget Transfer No 2008-23 Human Services

Motion: To approve Transfer No 2008-23 – Human Services from Salaries to Human Services, Overtime \$2,000 and Postage \$1,200 for a total of \$3,200. Motion carried. By Comm. Clemons, second by Comm. Holden. Motion carried.

Budget Transfer No 2008-24

Motion: To approve Transfer No 2008-24, to transfer from County Convention-In State Travel to County Convention-Line 4110-7120, Health & Accident \$600, and Line 4110-7130, Retirement Contributions, \$600. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger noted that there is no change in coverage. The type of coverage changed from the beginning of last year's budget process. M. Rusch noted that last year the Subcommittee changed one of the employees from a Single to a Family, and the figures were adjusted accordingly.

Budget Transfer No 2008-25

Motion: To approve Transfer No 2008-25 From Nursing Home-Nursing, Health & Accident to Nursing Home, Administration-New Equipment, in the amount of \$62,120. By Comm. Clemons, second by Comm. Holden. Motion carried.

Bid #CIS-16-2008 – Software Licensing

Motion: To approve Bid #CIS-16-2008 for Software Licensing, to Insight Public Sector, Tempe, AZ, for \$12,379.80, noting it is the lowest responsible bidder. By Comm. Holden, second by Comm. Clemons. Motion carried.

4. Department of Corrections

Mr. O'Mara presented the census. He informed the Board that as of April 21, 2008, there are 539 Inmates in custody. There are 485 men, including 329 that are being held pre-trial and 156 that have been sentenced. There are 54 women, including 44 that are being held pre-trial and 10 that have been sentenced.

5. Nursing Home

Mr. Moorehead was recognized. He presented the Nursing Home Census, noting that as of April 17, the Census was 278, which included 200 Medicaid residents, 42 private pay residents, and 36 Medicate Part A residents. Comm. Pappas asked if the Nursing Home had any residents on the skilled floor currently. Mr. Moorehead noted the at today's census, fifteen were skilled and one was either Medicaid or private.

Mr. Moorehead requested authority to purchase Employee Service Awards, which are given annually. The Board noted that it approved the purchase at its last meeting.

Bid # 20-2008 – Clinical & Financial Software (re-submit)

Mr. Moorehead informed the Board that this is the re-submission for the Clinical & Financial Software. the lowest responsible bidder being Uni-Care. This bid was tabled at the last meeting. Comm. Holden noted that the Board had talked about doing a transfer in line with this, to which Mr. Moorehead replied that that Transfer was just approved. Comm. Holden asked if this met all the requirements of the CIS Department.

Motion: To take this bid off the table to discuss it. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger informed the Board that Mr. Moorehead's request includes everything that was recommended by the CIS staff, and includes additional items that go beyond the recommendation. Mr. Moorehead noted the big difference is that the Nursing Home feels that the six printers are needed, while CIS recommended one printer tied to the network. Mr. Moorehead supported his belief because the six will increase efficiency in the building. The printers will be tied to the network, but there is not going to be a central area for the printer. The staff will not have to go back and forth to obtain whatever they printed when there is a printer located at each Nurse's Station for that reason, and for reasons of HIPAA compliance. They believe it is important to print and immediately retrieve documents as well as improving their ability to bill electronically. This installation deadline is September 17, which is when the current Quick-Care contract extension expires. Comm. Holden inquired as to where the cost of the six printers is located. Mr. Moorehead's request upgrades the monitors from 17 inch to 19-inch monitors. Mr. Moorehead noted that the Transfer would cover that.

Comm. Holden wanted to know, before approving this bid, if the money was available in the budget, to which Mr. Wenger responded that it was included in the transfer that had been approved. Comm. Clemons again expressed his concern that there is only one bid and asked where the requests for bid were sent. Mr. Moorehead responded that the bid was advertised on February 6, and provided the Board with a copy of the legal notice that appeared in the newspaper. Mr. Moorehead informed the Board that the Nursing Home did not send the bid to QuickCare because it is their system that is being replaced. He noted that the software that most likely would be provided by QuickCare is the Achieve Software, which he understood would require immediate conversion to electronic charting, and that would not be recommended or practical for Hillsborough County Nursing Home at this time. Additionally, Mr. Moorehead expressed his belief that the cost of Achieve would be far greater than the software provided by Uni-Care.

Discussion ensued about bid notification and the newspaper notice. Mr. Lencki and Mr. Moorehead noted that most vendors follow the legal notices in the newspaper or online. Comm. Clemons asked why other companies would not have submitted a bid. Mr. Lencki noted that other vendors have expressed interest and discussions have occurred but many have indicated that they could not meet the bid specifications including two other companies that the Nursing Home has looked at. Comm. Clemons asked how we know this price is a good price with only one bidder. Mr. Moorehead noted that there were three major bidders when they bid this out before: Achieve, Accumed, and Quick Care...those are the three vendors that might meet the specifications; however, Achieve will not work for them because of the electronic charting requirement and QuickCare has not performed well for the past couple of years because he believes they were in an acquisition mode. He noted that if he bid this out again, he is concerned that the bids will not be as competitive as this one is and the Nursing Home will lose its window to get its replacement software in place prior to the Quick Care contract expiring in September, and risk losing revenue dollars as well as having improvements in its Accounts Receivable and billing system, which has been problematic with Quick Care. Discussion ensued and Comm. Holden noted that the Nursing Home has met the Board's request to verify that money was available for transfer in the CIS budget, in light of the fact that Quick Care has not performed well and they have been acquired by another company. Comm. Clemons noted that Uni-Care is the only responsible bidder.

Motion: To approve Bid # 20-2008 – Clinical & Financial Software to Uni-Care from Londonderry, NH, for a total price of \$42,850, noting that it is the only bidder meeting the specifications. By Comm. Holden, second by Comm. Pappas. Comm. Holden, yes; Comm. Pappas, yes; Comm. Clemons, nay. Motion carried.

Mr. Moorehead informed the Board that the installations fee that Uni-Care will charge, and the cost of the hardware that the Nursing Home will need to run the system is largely reimbursable under Medicare's and Medicaid's third parties under depreciation based on the useful life. Mr. Moorehead noted that he needs to get

specs out and get hardware in no later than June 15th so that we don't disrupt the installation process; we need to have certain hardware on board by that date in order to meet the September 17th, (end of contract) date. Comm. Holden suggested that the Nursing Home work with the CIS Department and make that happen.

Bid # 24-2008 – Dietary, Housekeeping & Laundry Services

Mr. Moorehead noted that this bid is for Dietary, Housekeeping & Laundry Services. He noted that Fitz, Vogt & Associates of Walpole, NH, submitted the lowest bid for a three-year period for all three disciplines at a cost of \$2,925,878, noting they are the lowest responsible bidder and their current supplier. He recommended this bid.

Motion: To approve Bid # 24-2008 for the Dietary, Housekeeping & Laundry Services three-year contract to Fitz, Vogt & Associates of Walpole, NH, at a cost of \$2,925,878, noting they are the lowest responsible supplier. By Comm. Clemons, second by Comm. Holden. Motion carried.

Mr. Wenger asked if there were any budget implications in relation to the previous bid, and if so, how much. Mr. Moorehead will provide the Board with that information so it can be included in the budget. Mr. Wenger noted that if the Board is being asked to adjust those budget lines, they need the information to do that.

Bid # 29-2008 – Adult Incontinent Briefs

Mr. Moorehead informed the Board that this bid is for the contract for Adult Incontinent Briefs; this is a three-year contract and the lowest responsible bidder is Gulf South Medical, Londonderry, NH, in the amount of \$302,128.14.

Motion: To approve Bid # 29-2008 for Adult Incontinent Briefs, a three-year contract, to Gulf South Medical, Londonderry, NH, for \$302,128.14, noting it is the lowest responsible supplier.

Bid # 30-2008 – Walk-behind Floor Scrubber

Mr. Moorehead informed the Board that Bid # 30-2008 for a Walk-behind Floor Scrubber, noting that the lowest responsible bidder is Central Paper Products, Manchester, NH, at a cost of \$3,790.

Motion: To approve Bid # 30-2008 for a Walk-behind Floor Scrubber, to Central Paper Products, Manchester, NH, at a cost of \$3,790, noting that the lowest responsible supplier and the second bidder was only \$9.00 higher. By Comm. Holden, second by Comm. Clemons. Motion carried.

Bid # 31-2008 – Heavy Duty Bushel Carts

Mr. Moorehead presented Bid # 31-2008, noting it is for Heavy Duty Bushel Carts. The lowest responsible bidder is Anytime Products, Northridge, CA. Their bid is \$8,277.50.

Motion: To approve Bid # 31-2008 for Heavy Duty Bushel Carts to Anytime Products, Northridge, CA, at a price of \$8,277.50, noting that it is the lowest responsible bidder. By Comm. Clemons, second by Comm. Holden. Motion carried.

Bid # 32-2008 – Low Profile Delivery Carts

Mr. Moorehead presented Bid # 32-2008 for Low Profile Delivery Carts. These are food carts that are lower, lighter, and should reduce on-the-job injuries that have been experienced over the years with the taller, bulkier

carts that are more difficult to pull and maneuver. The lowest responsible bidder for these newer carts is Direct Supply from Milwaukee, WI, at a bid of \$42,280.44.

Motion: To approve Bid # 32-2008 for Low Profile Delivery Carts: six (6) twenty-four tray carts, and six (6) twenty-eight tray carts, to Direct Supply, Milwaukee, WI, for a total price of \$42,280.44, noting it is the lowest responsible bidder meeting the requirements. By Comm. Holden, second by Comm. Clemons. Motion carried.

6. Human Services

E. Robinson reported that Incentive Fund Hearings need to be scheduled. Discussion ensued regarding the number of days to be scheduled and the times allotted for each group. Ms. Robinson noted that last year there were three days scheduled; in prior years, one day had been set aside for addressing grants and grant-related concerns. Comm. Pappas favored one day. Comm. Holden liked having the three days and Comm. Clemons noted that there were several requests from his District last year and he would favor having three days. The Board decided to limit speakers to 15 minutes and work to stay on schedule. E. Robinson noted that the longest day is when the towns attend. The Board selected the dates of Monday, July 21, Tuesday, July 22, and Wednesday, July 23. E. Robinson will notify the members of the group. Comm. Holden suggested having Nashua and the Towns on the first and second day and Manchester on the last day. Discussion ensued regarding the outside member. Comm. Holden mentioned that former Comm. Charbonneau had indicated an interest in serving in that capacity. The Board will use the same outside member, Mrs. Kathy Giacomponello, who has experience.

Public Comments

No members of the public were present at the time.

7. Old/New Business

Mr. O'Mara informed the Board that the County Forester, J. Nute has submitted a request to use the parking lot for an annual tree seedling sale scheduled for April 30 or May 5, (depending on the weather) from 10:00 a.m. to 6:00 p.m. This is an annual event.

Mr. O'Mara reported that on April 11, the Hillsborough County Department of Corrections' 38th Training Academy graduated 23 recruits as Certified Correctional Officers. He noted that the Board is the certifying authority. Comm. Holden read the names of the graduates. The new candidates are:

Cory Boutin	Jose Gutierrez
Shaun Carr	James Hujsak
Paul Colburn	Christopher Jache
Justin Collins	Dejan Kajasa
Andrew Crowell	Ryan Ladd
Jonathan Cunningham	Joshua Lavoie
David Davis	Adrian Leite
James Dion	William Mottram
Paul Emond	Stephen Poligni
Joseph Galvin	Felix Santiago
Erkki Goodwin	Charles Smith
George Zaraycki	

Motion: To certify the twenty-three recruits as Certified Correctional Officers and sign the Certificate. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. O'Mara requested two Non-Public sessions, one under RSA 91-A:3 II (a), personnel, and the second under RSA 91-A:3 II (g), a security-related issue at the Correctional facility.

Mr. O'Mara presented documents for the Board's consideration related to budget reductions/changes. The Board agreed to address the items latter in the day. Mr. O'Mara noted that on the first page, he has indicated the positions as they were originally budgeted, then presented a reduced budget request for those same positions, resulting in a savings of \$128,967. He noted that if the Board adopted these adjustments, the Budget increase related to new positions for FY 09 would be only \$1,483. Page 2 illustrates that many higher paid employees have retired and have been replaced with lower paid employees whose compensation results in a savings of approximately \$46,000. Paragraph two suggests a means of reducing next year's budget if the Board would instruct Mr. O'Mara to transfer funds in the current FY08 budget from the DOC's FY08 payroll-driven lines, where a surplus is anticipated, so that it maybe used to purchase new items now; this action will result in reducing the corresponding lines in the DOC FY09 budget by a decrease of \$348,128. The transfer will also leave \$1 in two remaining lines so that there is a later possibility of transferring money in.

Mr. O'Mara directed the Board to page 3, which includes suggested motions; he specifically directed the Board to motions #9, #10, and #11. He noted that if the Board authorizes him to develop a budget transfer to find money this year, to purchase next year's items, and then if the Executive Committee does not pass the budget transfer, motions #9 and #10 will eliminate the Superintendent's ability next year to purchase those items. Discussion ensued regarding the need to authorize the budget transfer today so it can be prepared by Friday for the Executive Committee meeting, when the Board will still have the budget to work with should the transfer not be approved. Motions #9 and #10 should be contingent upon the April 25th Executive Committee approval of the budget transfer.

Comm. Pappas addressed the Memorandum of Understanding at the NH Association of Counties regarding HB 02. Comm. Holden noted that the Board has a decision that must be made prior to May 15. The County must decide if it is going to handle parental reimbursement, and if so, will it do so for six months or will it let the State take it over. The Board must notify the NH Association of Counties by May 15. Comm. Pappas opined that it would be good to go forward with that memorandum. Comm. Holden noted that she agreed, and favored continuing to collect the reimbursement for six months.

Mr. Wenger informed the Board that the Department of Corrections Teamster group has ratified a tentative agreement; we are actively processing the costs for that. There is a mediation meeting at the Nursing Home starting at 10:00 a.m. on Friday; Mr. Flygare will arrive at 9:00 a.m. to discuss the Sheriff's Fact Finding report with the Executive Committee, so that is making its way to the Delegation. Mr. Wenger noted that the AFSME group in the Sheriff's Office would be requesting further mediation.

M. Rusch informed the Board that the Executive Committee is meeting on Friday at 9:00 a.m. The Building committee will meet on Thursday at 8:30. M. Rusch noted that she placed all the Sub-committee information in the Commissioner's mailboxes today.

Mr. Wenger noted that in response to the discussion at the last Board meeting, he did follow up with Departments regarding budget reductions and received budget cuts from the Departments.

8. Non-Public Session

Motion: To move into Non-Public session with Mr. O'Mara, Department of Corrections under RSA 91-A:3 II (g) – Security, and also under RSA 91-A:3 II (a) - Personnel. By Comm. Holden, second by Comm. Clemons. Motion carried. Pappas-yes, Clemons-yes, Holden-yes. Motion carried.

The Board moved into Non-Public session at 12:06 a.m.

The Board met with Mr. O'Mara to discuss an inmate security issue without taking action.

The Board discussed a staffing issue at the Department of Corrections with Mr. O'Mara. The Board did not take action.

The Board returned to public session at 12:57 p.m.

Motion: To return to public session. By Comm. Holden, second by Comm. Clemons. Holden-yes, Clemons-yes, Pappas-yes. Motion carried.

Mr. Wenger provided the Board with a list of new positions and the budget impact with related costs/savings if the positions are not approved, not including the two positions already created for the Sheriff's Office. He noted that Mr. O'Mara and the Sheriff have submitted proposed budget cuts for the Board's consideration. The first is in the Sheriff's Office, Line 7170, Education & Conference, suggesting a \$2,000 decrease and the second item he is suggesting is Line 7970, New Equipment, suggesting decreasing one Ford Crown Victoria, a decrease of \$32,267.

The Board discussed changes at the DOC, including the Job Description of the new Administrative Assistant I, Cook and other proposed changes recommended by Superintendent O'Mara. Comm. Holden noted that the Board has to decide what to do with the ten proposed new positions included in the budget, some funded at \$1. Discussion ensued about the difference between Administrative Assistant I and Administrative Assistant II. The Supt. has proposed eliminating the existing Administrative Assistant II and creating a new position of Administrative Assistant I, which has a lower wage. Comm. Clemons asked how this would affect the Business Office, to which Mr. Wenger replied that each has different functions. The Board discussed the original ten positions proposed in the Budget book and the newer suggested motions given to them at today's meeting.

Sheriff's Department – 4211

Motion: Not to approve the new Deputy Sheriff position in the Sheriff's Department, reducing line 7010 and to reduce the associated benefit lines. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden recommended that the Sheriff increase Part Time wages since the Deputy position was not approved, noting that he has already increased it for this year and to date he has spent 90% of the current budget.

Motion: To reduce, in the Sheriff's Office budget, line 7170, Education & Conference from \$16,000 to \$14,000. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To reduce, in the Sheriff's Office budget, line 7520, Clothing & Supplies from \$15,000 to \$13,000. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To reduce, in the Sheriff's Office budget, line 7970 for the new Deputy's Ford Crown Victoria (\$32,267), 1 handgun (\$596) and 1 radio (\$2,513). By Comm. Holden, second by Comm. Clemons.
Motion carried.

Superior Court Bailiffs – 4215

Discussion ensued about the cost of Bailiffs; the state reimburses \$65 and the County reimburses \$10. They also discussed supplies and the following motion was made, noting that these costs are not reimbursed by the state:

Motion: To level fund, Other Supplies – reducing line 7390 from \$6,000 to \$5,500. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden informed the Board that if Administrators are taking cars home, that is considered a taxable benefit and is part of the compensation package, noting that there are a number of people in the Sheriff's Office who are taking vehicles home. Discussion ensued and it was determined that most or all who drive cars home could be considered to be "on call," therefore this might not apply. She raised the question of whether the Administrators are also "on call."

Department of Corrections – 4230

The Board reviewed the ten newly created positions, some of which were funded at \$1, noting that the Superintendent's later suggestions eliminate the positions of Cook, Administrative Assistant II, and the File Maintenance Clerk, and it adds the position of Business Manager.

Motion: To create and reduce the new proposed position of Business Manager I from \$65,500 to \$55,000. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To reduce the proposed new Cook I position from \$30,160 to \$0. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To reduce the proposed new position of File Maintenance Clerk (P.T) from \$9,415 to \$0. By Comm. Holden, second by Comm. Clemons.

Comm. Clemons inquired regarding how the work was presently handled. A brief discussion followed.

Motion carried.

Motion: To reduce the proposed new position of Standards Compliance Officer (P.T.) from \$9,415 to \$0. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden noted that there were many positions added last year, and all positions were approved. Comm. Clemons noted that the Standards Compliance Officer Job Description goes back to 2005. Comm. Holden noted that each year the Board has not funded this position

Motion: To eliminate the position of Administrative Assistant II (existing) from \$57,489 to \$0. By Comm. Holden, second by Comm. Clemons. Motion carried. By Comm. Holden, second by Comm. Clemons.
Motion carried.

Mr. Wenger inquired if the record should reflect that the intent is to eliminate the position, to which the Board agreed.

Motion: To reduce the position of Administrative Assistant I from \$47,291 to \$38,000. By Comm. Holden, second by Comm. Clemons. Motion carried.

The Board moved to a discussion regarding Buildings.

Motion: To reduce the line 7583 from \$14,250 to \$1. By Comm. Clemons, second by Comm. Holden. Motion carried.

Motion: To reduce the line 7584 from \$14,250 to \$0. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To reduce the line 7960 from \$96,880 to \$1 contingent upon the Executive Committee approval of the following budget transfer on Friday, 4/25/08. By Comm. Clemons, second by Comm. Holden. Motion carried.

Motion: To reduce the line 7970 from \$251,250 to \$1 contingent upon the Executive Committee approval of the following budget transfer on Friday, 4/25/08. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To instruct the Superintendent to develop a budget transfer from the lines within the existing FY 08 appropriation to lines 7960 and 7970 to purchase items requested in the FY 09 budget in an amount equal to \$96,880 for line 7960, and \$251,250 for line 7970 for a total budget transfer of \$348,130. This will result in \$1 being left in lines 7960 and 7970. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger encouraged the Board to consider the ramifications of the action previously taken. He noted his concern is for the next year. He explained that because of these actions, the Board would be reducing the surplus this year, and approving all of the purchases requested in this year's budget. Next year at this time, we would be starting the budget at \$1 in a building that Supt. O'Mara has indicated needs more and more work.

The Board discussed Buildings and Equipment, Line 7960 and 7970 in its previous motion and options it could take and the suggestion that DOC use a portion of this year's surplus. Mr. Wenger suggested that it might be extreme to cut these lines to \$1 and it would set the Board up for a challenge at the beginning of next year, starting at \$1; it is likely that maintenance costs at this building will increase each year because of the age of the building and the need for replacements.

Motion: To reconsider the last the motions, to reduce the line 7960, to reduce Line 7970, and the Budget Transfer. By Comm. Clemons, second by Comm. Holden. Motion carried.

Comm. Clemons noted that what the Board had done was to approve the Superintendent's new vehicle, which he would be willing to discuss. There was discussion about the need for the plow truck. The Board discussed the vehicle, noting that Mr. O'Mara's vehicle had considerable repairs last year including a new transmission, and it was recently painted with new decals. Mileage is 95,000...he drives about 16,000 per year. The Board decided that the vehicle could last another year.

Motion: To remove \$20,000, under Line 7970, for the vehicle for Administration. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To level fund Line 7170, Education & Conference at \$57,700. By Comm. Holden, second by Comm. Clemons. Motion carried.

Motion: To level fund Line 7300, Medical & Surgical Supplies at \$21,500. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden and Comm. Pappas agreed that the Board has already level funded Printing & Binding (7350), leave Line 7361 as it is, Dues & Periodicals (7370)-they have already level funded, Postage (7380) left alone

Motion: To reduce Office Supplies, Line 7360 by \$2,500. By Comm. Clemons, second by Comm. Holden. Motion carried.

Motion: To level fund Line 7390, Other Supplies at \$201,000, a reduction of \$9,830. By Comm. Holden, second by Comm. Clemons. Motion carried.

The Board discussed Line 7590 and decided to leave it as is based on the Superintendent's explanation of increased costs for new inmates and the requirement to meet their Dental needs. Travel-In State was level funded. Gasoline should remain as is, noting the cost of fuel has already exceeded projected cost per gallon.

The Board discussed Buildings, noting it went to one extreme, then re-considered, but only removed the vehicle. Discussion ensued about doing some projects.

Comm. Holden and Mr. Wenger noted that the Supt. does have money remaining in the budget for transfer to meet this year's expenses. The Board discussed the action it should take. Comm. Holden noted that this issue should be addressed today before the Executive Committee meets on Friday. Comm. Clemons had no issues with the maintenance requests and expressed his opinion that putting them off may cost more money.

Mr. Wenger noted that the expenses are maintenance of the facility, not beautification, and the work needs to be done, whether it is done today or tomorrow. If the Board does not do the Transfer, the Supt. will not be able to do the work this year. A telephone poll with respect to the transfer that the Supt. is currently developing was discussed noting that if the transfer is approved, when the Board re-visits the budget next week, it could present the motion to take the costs out of the FY 09 budget. If the Transfer is not approved, the Board can leave the budget as it is.

Motion: To instruct the Superintendent to make the Budget Transfer from lines within the existing FY 08 appropriations from to lines 7960, 7970 to purchase items requested in the FY 09 budget in an amount to equal \$96,880 for Line 7960 and to \$31,350 for Line 7970 for a total Budget Transfer of \$328,130. By Comm. Clemons, second by Comm. Holden. Motion carried.

Co-op Extension - 4611

Mr. Wenger presented a reduction from the Cooperative Extension offered by Mr. Reidy that included a reduction in Lines 7360 and 7700.

Motion: To reduce Line 7360, Office Supplies, from \$16,000 to \$15,000. By Comm. Clemons, second by Comm. Holden. Motion carried.

Motion: To reduce Line 7700, In State Travel from \$42,625 to \$38,785, a reduction of \$4,840 that reflects budgeting at 51.5 cents as instructed by the budget. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden suggested a reduction in line 7870.

Motion: To reduce Line 7870, Building Rental, to \$500. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden noted that the Board had added \$1 in his Cooperative Extension New Equipment Line at a previous meeting.

Human Services – 4441

Ms. Robinson provided the Board with an updated public assistance report. She reviewed the report, noting that Old Age Assistance continues to run in the red. APTD has run in the red for the last three months. She noted that DCYF is coming in above budget and noted that her Department is probably as close as it has ever been. Comm. Holden noted that this Department's budget is one the Board can re-visit; if the money is appropriated and the law changes, and is enforced, this Budget can be changed. The Board discussed the difficulty that HB02 has created. E. Robinson indicated that it has made operating her Department very difficult, particularly with the uncertainty that the employees face. She noted that she has made the situation very clear to employees in her Department as well as anyone that she interviews. Ms. Robinson discussed several scenarios, based on HB 02 possibilities and its ramifications. She indicated she would prefer a status quo budget because of the uncertainty. She would like to see Hillsborough County continue only its own cases, collecting on open cases that it is involved in, and have paid money on. Ms. Robinson indicated that most of the remainder of her lines was level funded with the exception of minor increases in Training and Postage. At the Temple Street location, she has asked for an increase in the Security line because of going online, and for Trash Removal. She noted that the expense listed for Copier is actually for the service contract and toner.

Motion: To reduce Education & Conference, Line 7170, to level fund it at \$2,000. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden noted that this is one Department that can be changed if the law is changed.

Ms. Robinson excused herself from the meeting.

The Board decided to meet on Monday, April 28 at 3:40 p.m. and again on Tuesday and Wednesday, if necessary.

Motion: To move into Non-Public Session under RSA 91-A:3 II (g) to discuss two issues relating to the lease of County property. By Comm. Holden, second by Comm. Clemons. Pappas, yes; Clemons, yes; Holden, yes. Motion Carried.

The Board moved into Non-Public Session at 2:38 p.m.

The Board met with Mr. Wenger who reviewed the status of negotiations regarding the lease for the Goffstown District Court and the State Prison for Women. The Board discussed acceptable parameters and took no action.

Motion: To move out of Non-Public Session. By Comm. Clemons, second by Comm. Holden. Pappas, yes; Clemons, yes; Holden, yes. Motion carried.

The Board moved out of Non-Public Session at 3:07 p.m.

Motion: To approve the promotion of the candidate in the Department of Corrections to the rank of Captain. By Comm. Holden, second by Comm. Clemons. Motion Carried.

Motion: To approve the revised lease of the Women's Prison subject to review by Legal Counsel, and once approval is given, to forward this to the Executive Committee. By Comm. Holden, second by Comm. Clemons. Motion Carried.

9. Adjourn

There being no further business for the Board's consideration at this time, a motion to adjourn was accepted.

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

The meeting adjourned at 3:09 p.m.

(SIGNED 07/16/08)

Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

Date