

Regular Meeting of the
Hillsborough County Board of Commissioners
May 2, 2012
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, Comm. Pappas, P. Coughlin, J. Hardy, C. Connelly, D. Dionne, C. Kirby, B. Moorehead, D. Reidy, M. Rioux, E. Robinson, M. Castonguay, G. Wenger, and L. Stonner

Also Present: Rep. Hutchinson, Rep. LeBrun

1. Call to Order

Comm. Ziehm called the meeting to order at 9:00 a.m.

2. Pledge to the Flag

E. Robinson led the Pledge of Allegiance.

3. Administrative Business

Approval of Minutes

Motion: To approve the minutes of December 27, 2011. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To approve the minutes of January 11, 2012. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To approve the minutes of January 25, 2012. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To approve the minutes of February 8, 2012. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Approval of Payroll & Accounts Payable Registers

Motion: To approve the Miscellaneous Payroll Register dated May 1, 2012, in the amount of \$393.60, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion: To approve the Payroll Register dated April 26, 2012, in the amount of \$1,104,564.42, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

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

- April 18, 2012 in the amount of \$46,219.02
- April 27, 2012 in the amount of \$3,418,838.50
- April 30, 2012 in the amount of \$248,946.11

for a total Accounts Payable of \$3,714,003.63, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Sheriff's Extradition Vouchers

Motion: To approve Extradition Vouchers dated January 7, 2012 in the amount of \$448.17, and dated February 3, 2012 in the amount of \$148.27 for a total of \$596.44. Motion by Comm. Pappas, second by Comm. Holden, noting that they have been previously approved by the County Attorney. Motion carried.

4. Public Comment on Agenda Items

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

5. Department of Corrections

Census

Supt. Dionne presented the Department of Correction's Census. He noted that the Census as of April 12th was 525 and explained that the Census included 445 men, of whom 266 were pre-trial and 179 that were sentenced; there were 80 women, of whom 55 were pre-trial and 25 that had been sentenced. There were 133 participating in the Mental Health Diversionary program, and 4 who are pre-trial and are affiliated with the Mental Health Court. He noted that there are also 13 in the community.

Supt. Dionne provided information for the Board, and explained an Emergency Repair that was necessary at the facility. Comm. Holden offered a motion to approve the emergency repair as noted in fact sheet provided by Supt. Dionne.

Motion: To approve the emergency repair and replacement to the lower chilled water coil on AHU 3 at the Department of Corrections as outlined by the Superintendent and described in the fact sheet provided at this meeting. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

7. Registry of Deeds

Draft Work Flow Analysis

Register Coughlin distributed copies of "Hillsborough County Workflow Analysis Report" dated April 24, 2012 and provided an overview of the results of the study that was conducted by Fidler Technologies. She noted that the goal was to establish if there were any redundancies or better ways to handle the work load at the Registry while maintaining the same services to the public. She noted that they did have recommendations relative to handling illnesses and vacations as well as continuing with efficiencies that are already in place. Register Coughlin added that there was not a recommendation to cut staff; in fact, they suggested that any further cuts could place the Registry into a position of failing; she noted that there have been consequences as a result of the previous year's staff cuts, including slower response time. In response to a request from Comm. Ziehm, the Register will email the full report to the Board.

6. Nursing Home

Census

Mr. Moorehead presented the Nursing Home Census; he reported that the Census as of April 26th was 275, which included 192 Medicaid residents, 45 Private Pay residents, and 37 Medicare residents. He added that the mix is favorable but the overall census has been down because hospital censuses have been down for the past three weeks.

March 2012 Revenue

Mr. Moorehead presented the March revenue; he explained that the budgeted amount for Room & Board plus ancillary services for the month of March was \$1,821,129 while the actual was \$1,833,402 resulting in a positive variance of \$12,273. He added that he is a little concerned about April because there has not been a census above 275, but he won't know the effects until May 5th or May 7th.

Mr. Moorehead added that he has not included any ProShare funds, which will not come in until June, further adding that the Bed Tax is not included; it comes on a quarterly basis. He explained that the year-to-date Revenue projections do include everything.

Comm. Pappas inquired about the census and asked why there are 36 people at home waiting to be admitted. Mr. Moorehead responded that he is not sure 36 is accurate, but noted that in many cases applications are completed but people may already have been placed at another facility by the time an opening occurs; additionally, the financial information may not have been received or the individuals may not qualify. He explained that there may not be a bed in the unit for a specific type of patient.

8. Old/New Business

Ms. Robinson notified the Board that 4-H, as part of the UNH Cooperative Extension, will be holding its annual yard sale on June 9th in the parking lot.

Sheriff Hardy requested that the Board give consideration to the Transfer that was tabled at the previous meeting relative to the Drug Asset Forfeiture funds.

Comm. Holden noted concern relative to the purchase of Apple products because the County does not support Apple products. Sheriff Hardy respectfully noted that as long as he meets the guidelines for expending these funds, it is within his discretion as the agency head to expend the funds. He added that the technical people recommended iPads and noted that they have worked well for other agencies; they allow the Sheriff's Office to link with the databases they need and with other agencies in order to carry out the responsibilities of the operation.

Following discussion, the Sheriff agreed that his department would provide maintenance contracts for any Apple products they might purchase, and agreed that the County CIS department would not be expected to support the Apple products.

Comm. Holden expressed a concern that the Sheriff would control the Drug Asset Forfeiture funds, not the Board. He explained that he would be very willing to keep the Board and the Executive Committee in the loop regarding expenses. Mr. Wenger noted that the Sheriff would still be required to go out to bid with purchases, as is done throughout the County. Sheriff Hardy explained that the 2011 forfeitures involved sixty-seven drug-related arrests and seizures through the DEA and High Intensity Drug Task Force.

Sheriff Hardy explained that there is a County Deputy assigned to the Task Force. Seizures during 2011 included:

- 26 kilos of cocaine
- 626 grams of crack cocaine
- 7 grams of hashish
- 20 grams of heroin
- 22.5 kilos of marijuana
- 225 hydroponic marijuana plants
- 1,810 grams of methamphetamines
- 1,908 Oxycontin pills
- 99 Hydrocodone pills

The Sheriff emphasized that Drug Asset Forfeiture funds come from criminal activity in the southern New Hampshire corridor, primarily in Hillsborough County. He added that in other situations, it is within the responsibility of the heads of the law enforcement agencies to decide how the funds are spent.

Comm. Holden asked for clarification relative to how the funds can be used. Sheriff Hardy responded that he has been counseled many times by the County's legal counsel and by the Federal agency's counsel that these funds cannot be used to supplant the operating budget. He added that the items that will be purchased will enhance the department's operations, but cannot be used to supplant the operating budget. The Sheriff requested that tabled Transfer # 2012-25 be removed from the table and approved.

Motion: Comm. Pappas moved to remove Transfer 2012-25 from the table for discussion. Motion by Comm. Pappas, second by Comm. Holden for the purpose of discussion.

Sheriff Hardy assured the Board that he will speak with the IT department as well as former Chief Deputy Durette to make certain that the Apple iPads will not create issues. Mr. Wenger noted that it should be stated that the County is not staffed to maintain or service Apple products; he explained that to move toward supporting Apple products would take a significant amount of time for a very few items. Discussion ensued relative to the issue of the Apple products. Sheriff Hardy agreed to address the issue and noted that if it is necessary to purchase maintenance agreements for the iPads, his department will do that. He added that there will be no expectation on his part that the County IT department will have to be involved with the iPads. Chief Deputy Connelly provided information that there is a law enforcement-specific program on the iPads and that it is his understanding that warranty support is incorporated in the quote.

Mr. Wenger and Sheriff Hardy agreed to discuss the products, maintenance of the products and any potential impact on the County network as well the County's expectations relative to what support it will/will not be able to provide. Mr. Wenger stressed that the County uses Microsoft-based products.

Discussion ensued relative to the use of Apple products and the CIS department functions.

Comm. Holden requested to table the motion. Attorney Kirby noted that is a motion on the floor that should be addressed.

Comm. Holden withdrew her second on the motion. Comm. Ziehm stepped down to second the motion. The motion carried to remove Transfer # 2012-25 from the table with Commissioners Ziehm and Pappas voting in favor of the motion and Comm. Holden voting against the motion.

Motion: To approve Transfer # 2012- 25 to transfer from Contingency line 4199-7232 the amount of \$24,113, and to transfer a like amount to the Sheriff's New Equipment line 4211-7970. Motion by Comm. Pappas, second by Comm. Ziehm. The motion carried with Commissioners Pappas and Ziehm voting in support of the motion and Comm. Holden voting against the motion.

Mr. Wenger and Sheriff Hardy agreed to jointly address any issues related to the Transfer prior to it being presented at the next Executive Committee meeting.

Ms. Robinson requested an opportunity to meet with the Board in Non-Public Session consistent with RSA 91-A:3 II (d) relative to a lease.

The Board recessed its meeting at 9:25 a.m. and will reconvene following the Public Hearing.

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

Approved 5/30/2012

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

Date