

Regular Meeting of the
Hillsborough County Board of Commissioners
June 8, 2016
Bouchard Building, Goffstown, NH
Minutes of the Public Session
(Not Official until Approved by the Board and signed by the Clerk.)

Present: Comm. Ziehm, Comm. Pappas, Comm. Rowe, P. Coughlin, G. Fisher, C. Kirby, M. Montminy, B. Moorehead, G. Wenger, C. Monier, M. Castonguay, L. Stonner

Also Present: Rep. C. Rouillard

CALL TO ORDER

Comm. Ziehm called the meeting to order at 9:04 a.m.

Chief Deputy Fisher led those present in the Pledge of Allegiance.

WELCOME COMMISSIONER ELECT

Comm. Ziehm welcomed Comm. Rowe to the Board of Commissioners.

ADMINISTRATIVE BUSINESS

Approval of Minutes

Motion:

To approve the minutes of the Board of Commissioner's Regular Meeting held on May 25, 2016.
Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Supplemental Payroll

Motion:

To approve Supplemental Payroll Registers on the following dates for the following amounts:

May 23, 2016 \$ 295.20

May 25, 2016 \$ 217.84

June 1, 2016 \$4,361.30

June 2, 2016 \$6,785.85

The total Supplemental Payroll is \$11,660.19 subject to review and audit.

Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Regular Payroll

Motion:

To approve a Regular Payroll Register dated June 2, 2016 for the amount of \$1,098,623.49, subject to review and audit.

Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Accounts Payable

Motion:

To approve Accounts Payable Registers on the following dates in the following amounts:

May 26, 2016 \$ 1,349.00

May 7, 2016 \$5,074,129.80

The total Accounts Payable is \$5,075,478.80, subject to review and audit.

Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Transfer # 2016-24 – COAF

Motion:

To approve Transfer 2016-24 for the Commissioner's Office of Administration & Finance to transfer the amount of \$1,500 from Worker's Comp/Liability, line 4140-7140, and to transfer a like amount to Telephone, line 4140-7680.

Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Comm. Pappas noted that the transfer is needed to address anticipated County-wide telephone expenses for the remainder of the year.

PUBLIC COMMENT

Comm. Ziehm recognized Rep. C. Rouillard who asked to comment on the topics of a drug court in Hillsborough County and SB 464. She indicated that SB 464 now has a tie-in to the Felonies First Program. Rep. Rouillard explained her belief that with the Felonies First Program being tied into SB 464 complications will arise for the County should it see to implement a Drug Court and seek State support for it or an Alternative Drug Program.

Rep. Rouillard indicated how important she feels that it is that the State of NH and Hillsborough County have drug courts. Rep. Rouillard reiterated her concern that the County has what it needs in place to meet all the criteria and pre-requisites to qualify for the Judicial Branch to reimburse for a drug court or an alternative drug program. Rep. Rouillard explained that she believes Senate Bill 464 will allow the County to seek reimbursement. Rep. Rouillard explained that it is her belief that the County already has grants in place, for the Drug Court in Nashua and New Hope in Manchester, and thus within one year of the Bill being signed by the Governor, the County has to have the Felonies First program started in order to have the State fully fund the program. Rep. Rouillard expressed her concern over the timing of the programs and the Bill. Rep. Rouillard indicated her reason for speaking with the Board of Commissioners is to make sure the County is aware that there are specific requirements and timelines for the Judicial Branch to reimburse the County for all costs. Rep. Rouillard indicated she would like to make sure that Drug Courts remain a State run program. A discussion ensued regarding the timing of grants and the application timelines.

In response to an inquiry, Rep. Rouillard indicated she would like the Board to wait on SATCO approval. Rep. Rouillard indicated it is her belief that it is best to look at what the County is doing for the purposes of funding and what potential burden it can put on to the taxpayers in Hillsborough County. Rep. Rouillard indicated many Delegation members have questions on SATCO, how it will be funded and if grants would be utilized to fund the program.

Discussion followed

Mr. Wenger explained that while he understands Rep. Rouillard is asking the Board to hold off and not go forward with SATCO approval, he indicated that the Board has already forwarded its recommendation to fund the SATCO program and it is now in control of the Delegation on whether or not the SATCO program will be funded. Mr. Wenger noted his concern is if the Delegation does not appropriate funds the County will be unable to proceed for another year.

Rep. Rouillard indicated she believes there are still questions from the Delegation members in regards to the SATCO program. Mr. Wenger noted that the Delegation Office has packets available for the Representatives with information that provides an overview of the program and its specifics. Comm. Ziehm added that the Commissioners are very dedicated to working closely with the Delegation, and thanked Rep. Rouillard for speaking with the Board. Rep. Rouillard thanked the Board for its time and attention and excused herself.

DEPARTMENT OF CORRECTIONS

Census

Ms. Montminy presented the Department of Correction's (DOC's) Census; she noted that as of May 31, 2016, the total in custody was 479, which included 16 in the community, 1 Active Weekender and 1 in the Pre Trial Services Program. The Census included 378 men; 107 of the men had been sentenced and 271 were being held pre-trial. There were 101 women; 40 of the women had been sentenced and 61 were being held pre-trial. Ms. Montminy noted that the Department of Corrections was holding 30 female inmates from Rockingham County. She informed the Board that 159 individuals were diverted through the Mental Health Courts including 89 from Manchester and 70 from Nashua.

Overtime Impact Report

Ms. Montminy noted that the DOC's Overtime Impact Report for the current Fiscal Year was included in the Board's packet.

NURSING HOME

Census

Mr. Moorehead provided Census information for the Nursing Home. He noted that the Census, as of June 2nd was 282; it included 205 Medicaid residents, 38 private pay residents and 39 Medicare, Part A residents. He added that the numbers and the quality mix continue to be strong.

Bid # 20-2016 – Disposable Vinyl Examination Gloves

Motion:

To approve Bid # 20-2016 for Disposable Vinyl Examination Gloves for the Nursing Home and to award the bid to Central Paper Products, it is the lowest responsible bidder meeting the specifications at a price of \$16.29 per case.

Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

In response to a question, Mr. Moorehead indicated that the bid is for the purchase of 1900 cases.

Mr. Moorehead noted that Revenue for the month and year-to-date should be available later in the day.

REGISTER OF DEEDS

Register Coughlin presented revenue information related to the Registry of Deeds that covers the years 2006 to present and noted that revenue from 2009 forward has been in the range of 3 million to 3.5 million. She noted that the Registry will reach its revenue budget for the current fiscal year.

SHERIFF'S OFFICE

JAG Grant Approval

Chief Deputy Fisher presented information regarding the 2016 Byrne Justice Assistance Grant (JAG) that is facilitated through the City of Manchester and requested that the Board approve acceptance of the Grant and authorize the Chair to sign the application. He noted that the Sheriff's Department's share, \$3,000, will be used for high profile warrants or dangerous cases.

Motion:

To authorize Comm. Ziehm, Chair, to sign the 2016 Byrne Justice Assistance Grant application.
Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

OLD/NEW BUSINESS

FY 2017 Budget

Mr. Wenger noted that the Executive Committee held its Budget discussions and made subtle recommendations for change in the FY 2017 Budget as presented by the Board of Commissioners. The budget, as it now stands, represents a 1.77% increase and an increase of 4.01% in the amount to be raised by taxes. Mr. Wenger noted that the Executive Committee has recommended that it be the agent to authorize expenditure of the funds for the Capital Reserve Projects at the Nursing Home and added that while he expects further discussion at the Delegation level, there was good support for the Nursing Home projects at the Executive Committee level.

Discussion ensued regarding requirements for reducing or adding Nursing Home patient beds and how changes could affect the number of beds going forward.

BOC Reorganization

Mr. Wenger noted that there are openings on the Board and at the NH Association of Counties (NHAC) that were previously held by Comm. Holden including:

- Board of Commissioners, Vice-Chair
- NHAC Executive Committee member
- Commissioner's Council member

Following discussion, Comm. Pappas agreed to serve as Vice-Chair/Clerk. Comm. Rowe agreed to serve on the NHAC Executive Committee, and by virtue of being a Commissioner; he will be a member of the Commissioner's Council. Comm. Pappas agreed to serve on the County/State Finance Committee.

Motion:

To appoint the following:

- Comm. Rowe as a member of the NHAC Executive Committee
- Comm. Pappas to the NHAC County/State Finance Committee
- Comm. Pappas as Vice-Chair/Clerk of the Hillsborough County Board of Commissioners
- Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Mr. Wenger noted that the next meeting of the Commissioner's Council is scheduled for June 16th at 10:00 a.m. at Strafford County.

NACO Voting Credentials

Mr. Wenger noted that the Board has the opportunity to appoint a Commissioner who will be attending the National Association of Counties (NACO) Conference with voting credentials. Comm. Pappas will be attending. The Board agreed that Comm. Pappas will be the Commissioner with voting credentials who will represent Hillsborough County.

Motion:

To nominate Comm. Pappas as Voting Delegate at the National Association of County's Conference. Motion by Comm. Rowe, second by Comm. Ziehm. Motion carried.

Comm. Ziehm noted that it is time for Department Head reviews and suggested that the Board will discuss the reviews at its next meeting.

Mr. Moorehead discussed requirements that affect future room renovations at the Nursing Home.

Mr. Moorehead noted that the kitchen fire suppression system renovation begins soon, and explained that the kitchen cooking capability will not be available during the five-day period while the renovation is being done. He noted that cooking will be done outside in tents, and noted that he has informed the State.

BOC Meeting Schedule

Mr. Wenger referred to the Draft Board of Commissioner's Meeting Schedule for the Board's consideration. Following discussion, the Board approved the Draft Schedule.

Motion:

To approve the proposed Board of Commissioner's Meeting Schedule. Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

It was noted that the Delegation will meet on June 23rd following its annual cookout.

Mr. Wenger referred the Board to a letter from Comm. Meyers, Dept. of Health & Human Services, for discussion at a future Board meeting. He noted that the letter urges Hillsborough County to start paying the State bill as it is received without review.

Mr. Wenger noted that the County should be receiving the ProShare payment in the very near future.

Mr. Wenger noted that he has the contract for the Nursing Home AFSCME group; it is his understanding that it has been accepted and the Chief Negotiator has signed. He requested the Board execute the document, which it proceeded to do.

NON-PUBLIC SESSION

Motion:

To move into Non-Public Session consistent with RSA 91-A:3 II (e) relative to litigation. Motion by Comm. Pappas, second by Comm. Rowe. Ziehm-yes, Pappas-yes, Rowe-yes. Motion carried.

The Board moved into Non-Public Session at 11:05 a.m.

The Board met with Mr. Moorehead, Ms. Montminy, Attorney Kirby, and Mr. Wenger regarding a legal matter.

The Board move out of Non-Public Session at 11:17 a.m.

Motion:

To come out of Non-Public Session.

Motion by Comm. Pappas, second by Comm. Rowe. Ziehm-yes, Pappas-yes, Rowe-yes. Motion carried.

ADJOURN

There being no further business to come before the Board, a motion to adjourn was entertained.

Motion:

To adjourn the meeting.

Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

The Board of Commissioners Meeting adjourned at 11:25 a.m.

Approved June 21, 2016

Comm. Toni Pappas, Clerk
Hillsborough County Board of Commissioners

Date