

Regular Meeting of the
Hillsborough County Board of Commissioners
June 13, 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, D. Hogan, D. Dionne, C. Kirby, B. Moorehead, D. Reidy, E. Robinson, M. Castonguay, G. Wenger, and L. Stonner

1. Call to Order

Comm. Ziehm called the meeting to order at 9:05 a.m

2. Pledge to the Flag

D. Hogan led the Pledge of Allegiance.

3. Grievance

Grievance PM 608

The Union Representative asked for a moment to meet with Mr. Moorehead and the Grievant.

Comm. Ziehm recommended addressing Administrative Business while waiting.

3. Administrative Business

Approval of Minutes

Motion: To approve the minutes of the April 11, 2012 Board of Commissioner's Budget meeting. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion: To approve the minutes of the April 12, 2012 Board of Commissioner's Budget meeting. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion: To approve the minutes of the April 24, 2012 Board of Commissioner's Budget meeting. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To approve the minutes of the May 8, 2012 Board of Commissioner's Regular meeting. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Comm. Holden requested that the minutes from the May 2, 2012 Public Hearing be clarified; she explained that there were 50 employee positions impacted, not 50 jobs lost.

Motion: To clarify the minutes from the May 2, 2012 Public Hearing so that the last paragraph reads: "*Comm. Ziehm informed those present that fifty employee positions were impacted the previous year as a result of budget cuts in the FY2012 budget. She thanked those present for coming and for their input.*" Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

The Chair recognized Mr. Maccarone, Union Representative. Mr. Maccarone informed the Board that as a result of speaking with Mr. Moorehead and the Grievant, the grievance has been settled. Comm. Ziehm

thanked him for his efforts.

Approval of Payroll

Motion: To approve the following miscellaneous Payroll Registers in the following amounts:

- June 7, 2012 in the amount of \$3,309.74
- June 7, 2012 in the amount of \$398.45
- June 11, 2012 in the amount of \$628.59

for a total miscellaneous Payroll of \$4,336.78, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To approve the regular Payroll Register dated May 10, 2012 in the amount of \$1,144,410.14, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Accounts Payable Registers

Mr. Wenger asked the Board to hold off on approval of the Payroll Register dated June 8, 2012 until later in the meeting.

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

- May 30, 2012 in the amount of \$1,182.65
- June 4, 2012 in the amount of \$3,180,251.52
- June 6, 2012 in the amount of \$364,862.76
- June 12, 2012 in the amount of \$72,327.10

subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Extradition Vouchers

Motion: To approve the following extradition Vouchers in the following amounts:

- February 29, 2012 in the amount of \$155.65
- April 19, 2012 in the amount of \$587.13
- May 16, 2012 in the amount of \$367.82

for a total of \$1,110.60. Motion by Comm. Pappas, second by Comm. Holden, noting that these have already been approved by the County Attorney. Motion carried.

CIS Bid # 22-2012

Motion: To approve CIS Bid # 22-2012 for FY2012 IMail Support renewals to Insight Public Sector, Tempe, AZ, at a price of \$4,514.99, noting that it is the lowest responsible bidder. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Transfer # 2012- 40

Motion: To approve Transfer # 2012- 40 to transfer the amount of \$3,000 from the County Attorney's Consulting line 4123-7230, and to transfer a like amount to the County Attorney's Extradition line 4123-7411. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Transfer # 2012- 41

Motion: To approve Transfer # 2012- 41 to transfer the amount of \$11,440 from the County Attorney's Consulting line 4123-7230, and to transfer a like amount to the County Attorney's Dues & Periodicals line 4123-7370. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

In response to a question from Comm. Ziehm, Attorney explained that this transfer covers the Bar Dues and Court fees for Attorneys in his department, noting that this expense has typically been covered by the County.

Mr. Wenger presented 2 transfers; he explained that they were to adjust salary-related lines to provide sufficient funds to meet end of the fiscal year payroll-related expenses. He added that the first transfer is to provide funds for the County's Unemployment Taxes and the second is to cover Social Security.

Transfer # 2012- 42

Motion: To approve Transfer # 2012- 42 to transfer the amount of \$36,178 from Nursing Home Insurance Workers Comp/Liability and to transfer a like amount to the Business Office Unemployment Taxes line 4150-7110. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Transfer # 2012-43

Motion: To transfer from Nursing Home Nursing Social Security line 4414-7100, the amount of \$2,500 and to transfer a like amount to Nursing Home Activities Social Security line 4417-7100. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

4. Public Comment on Agenda Items

There were no members of the public present who wished to comment

5. Department of Corrections

Census

Supt. Dionne presented the Department of Correction's Census. He noted that the Census as of June 12, 2012, was 568; he explained that the Census included 470 men, of whom 291 were pre-trial and 179 that were sentenced; there were 82 women, of whom 59 were pre-trial and 23 that had been sentenced, and there were 16 in the community. Supt. Dionne added that they are holding 21 female inmates from Rockingham County and 140 inmates who were diverted by the Mental Health Court prior to coming to the jail.

Administrative Transfer

Supt. Dionne requested Board approval of the transfer of a male inmate from Rockingham County.

Motion: To approve the Administrative Transfer and to authorize the Hillsborough County Department of Corrections to accept the transfer of a male inmate from Rockingham County. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

6. Nursing Home

Census

Mr. Moorehead presented the Nursing Home Census; he reported that the Census as of June 14, 2012, was 275, which included 198 Medicaid residents, 48 Private Pay residents, and 33 Medicare residents. He added that the numbers are higher than April, which averaged 273; he noted that the census as of today is 278.

May Revenue

Mr. Moorehead provided an update of the unaudited May Revenue. He explained that the budget for Room and Board plus ancillaries for April was \$1,821,129, while the actual was \$1,845,520 resulting in a positive variance of \$24,231.

Mr. Moorehead informed the Board that the Nursing Home anticipates receiving the ProShare payment by the end of the month in the amount of approximately 2 million dollars.

9. Old/New Business

Register Coughlin informed the Board that May was a good month; the Document Count and Other Fees were up; there is more commercial activity, and she anticipates that the Registry will be within 1% of budget.

QECC Bonds

Mr. Wenger informed the Board that there have been requests regarding the QECC (Qualified Energy Conservation Bonds) allocation that uses Federal funds allocated through the State. He referred the Board to the handout which describes the bonds and noted that Mayor Gatsas, representing the City of Manchester, and Sue Collins, representing Coos County, have requested that Hillsborough County waive its rights to these bonds so that those entities can take advantage of them and pursue projects that they either have or will be undertaking. He added that Mayor Gatsas has asked to speak with the Board regarding the bonds. He added that the County may choose to waive its use of the bonds or do nothing. The funds, if not used by the County, will revert back to the State.

In request to a question from Comm. Holden, Mr. Wenger explained that the City of Manchester has utilized the bonds previously waived by the County and noted that the County does not have the ability to manage the bonds at this time; it has never been involved in any of these bonds. The Board discussed the requests and agreed that both parties should be given an opportunity to address the Board.

Mr. Wenger informed the Board that the NH Motor Speedway has offered discount tickets to all County employees for the LENOX Industrial Tools 301 NASCAR race in July and asked if the Board wished to authorize him to distribute information regarding the offer. The Board authorized Mr. Wenger to distribute information regarding the discount tickets.

Supt. Dionne informed the Board that the annual Motorcycle Weekend will be held June 14th and 15th and noted that Belknap County has made its annual request for Hillsborough County to temporarily hold 10 to 15 inmates from Belknap County.

Motion: To authorize the Superintendent to have the Hillsborough County Department of Corrections accept ten to fifteen inmates from Belknap County during Motorcycle Weekend. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger requested that the Board address the election and Voting Credentials for the NACo Conference. Comm. Pappas indicated that she will complete the form.

C. Beaulac requested that the Board approve a bid for the purchase of a recently purchased van, noting that the transfer process was completed but there was never any discussion relative to a bid, and this action would affirm the action taken.

Motion: Comm. Pappas requested that the Board waive competitive bidding requirements for the Sheriff's van purchase consistent with RSA 28:8-e, noting that the purchase and Transfer # 2012-32 in the amount of \$25,659 has been approved by the Board and the Executive Committee. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger explained that with the previous action clarified, the Accounts Payable Register dated June 8, 2012 in the amount of \$2,184,041.65 can be approved.

Motion: To approve the Accounts Payable Register dated June 8, 2012 in the amount of \$2,184,041.65. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Attorney Hogan requested an opportunity to meet with the Board in Non-Public Session relative to a personnel issue. Mr. Wenger requested an opportunity to meet with the Board in Non-Public Session relative to personnel and negotiations.

Comm. Holden provided information relative to Public Forums that are scheduled relative to choices for independent elderly and adult developmentally disabled and acquired brain disorder. She added that they will be held in Nashua, Berlin, Portsmouth, and Plymouth. She informed those present that the NH Retirement System is conducting member education sessions in June and July; she added that they want to have interested persons register in advance. The Group 1-Employee and Teacher sessions will be held in Concord on June 20th, July 18th, July 25th; a Group II Police and Fire session will be held in Concord on June 28th. She added that the information is available publicly and she provided copies for the record.

Comm. Holden provided information relative to Medicaid Program Information Meetings to be held Statewide, adding that this will relate to Medicaid services including the Medicaid Care Management program scheduled to launch later this year.

Comm. Holden noted that she attended the Goffstown Youth Forum the previous week and added that they are doing interesting things.

Mr. Wenger noted that the last motion made by the Executive Committee was to reduce the budget by \$866,000 across all salary-related lines; he distributed a summary of impacts across the County, and noted that this represents a cut of approximately \$439,000 for the Nursing Home. Comm. Ziehm asked the Department Heads how they will manage. Mr. Wenger explained that the cut only affects salary-related lines so the budgets for Human Services, Temple Street, Manchester Courthouse nor were any departments that do not have salary lines will not be affected.

Mr. Moorehead noted that he is disappointed with the Executive Committee; he added that it was his understanding that the goal was to have the Nursing Home at a break even point, yet once that was achieved, they cut 1.9% salaries. He added that now he is showing \$600,000 in the black; however, there is a 3 1/2% increase in AFSCME salaries and 6.9% increase in Health Insurance so he is coming into FY2013 with approximately \$600,000 in additional costs. He added that if the budget remains the same, the facility will either have to defer filling positions or lay off more people; he explained this could cause the layoff of 13 to 15 of the lowest paid employees.

Comm. Pappas asked what the smaller departments would do, including the Registry. R. Coughlin added that it would make operations at the Registry more difficult because most of her employees have significant tenure; she added that if it becomes necessary to make the cuts, customer service will be affected.

Mr. Wenger added that fortuitous opportunities may arise to address the cuts; however, there will be a need for transfers because the County does not have a lot of control over some of the budget lines, such as insurances.

Comm. Ziehm explained that she would like a copy of the motion made by the Executive Committee relative to the cut.

Supt. Dionne informed the Board that when he met with the Sub Committee, he was asked if the Community Service Program would continue; he informed the Sub Committee that his budget included staffing for the Community Service program. Supt. Dionne added that after he left the Sub Committee meeting, his Salaries & Wages lines were cut by another \$229,000. He communicated that based on that cut, it is important that he go on record to say that the cut will kill the Community Service program. He added that one of the employees involved with the Community Service transferred to the Sheriff's Office and another went to a Corrections Officer position because he knew that he would lose the position the previous year if the program was to be cut. He added that he did not fund the staff positions for the program this year because the individuals know that their job could be at risk every time there is discussion about cutting the program. He added that before he places a Community Service Program outside the walls, safety and staffing for the facility has to come first.

Attorney Hogan explained that his department is replacing higher paid people with lower paid people as staff openings occur; there is also a person going on maternity leave that will not be taking a salary for some of that time.

Mr. Wenger updated the Board relative to negotiations; he added that he has had some success with the County Attorney Teamster's group; other group negotiations are pending.

Mr. Moorehead commented that if the County raises the Nursing Home Salaries and Wages lines, as it did the previous year to increase revenues, and then cuts salaries, it is going to be very difficult to accomplish the goal of increasing revenue.

The Board and Mr. Wenger held a discussion relative the Executive Committee's position regarding the use of Surplus. It was noted that the County could be in a tenuous situation; the Executive Committee gave consideration to using 3 million, 4 million or 3.5 million. There was concern that there may not be support for the amount proposed by the Board.

Comm. Pappas expressed her concern. Comm. Ziehm asked how the Board might approach support for its budget.

Mr. Wenger added that County has changed the way it sets its budget and it has set up each department to protect its own operation.

Comm. Holden noted that it is important to be united in any message the Board sends.

Comm. Ziehm addressed the requests for Non-Public Sessions.

Motion: To move into Non-Public Session with:

- Attorney Hogan, D. Reidy, Attorney Kirby, B. Moorehead, P. Coughlin, E. Robinson, C. Beaulac and Mr. Wenger consistent with RSA 91-A:3 II (a) relative to compensation of employees,
- Attorney Hogan and Attorney Kirby consistent with RSA 91-A:3 II (a) relative to a personnel matter,
- Attorney Kirby and Supt. Dionne consistent with RSA 91-A:3 II (e) consideration of pending litigation,
- Attorney Kirby, Attorney Hogan, and Mr. Wenger consistent with RSA 91-A:2 I (b) relative to negotiations,
- Attorney Kirby, Mr. Wenger and Ms. Robinson consistent with RSA 91-A:3 II (a) relative to a personnel matter.

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

The Board moved into Non-Public Session at 10:18 a.m.

The Board met with Attorney Hogan, D. Reidy, Attorney Kirby, B. Moorehead, P. Coughlin, E. Robinson, C. Beaulac and Mr. Wenger.

The Board met with Attorney Hogan and Attorney Kirby.

The Board met with Attorney Kirby and Supt. Dionne.

The Board met with Attorney Kirby, Attorney Hogan, and Mr. Wenger.

The Board met with Attorney Kirby, Mr. Wenger and Ms. Robinson.

The Board moved out of Non-Public session at 11:33 a.m.

Motion: To move out of Non-Public session. Motion by Comm. Holden, second by Comm. Pappas.
Motion carried.

Comm. Ziehm inquired if the Board had any further business to address.

Motion: To proceed with a reduction in our work force and to execute a letter to layoff the part-time assistant in the Human Services department. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion: To authorize the County Administrator to offer the HMO Mid Plan as an alternative health insurance for employees. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To cap the amount that the County pays for its Health Insurance at the level paid for the HMO Mid Plan, which is 77 1/2% of the cost for non-affiliated employees. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To ratify the collective bargaining agreement between Hillsborough County and Teamster's Local #633, Secretarial, Clerical and Professional Employees of the Hillsborough County Attorney's Office for July 1, 2012 to June 30, 2013, noting that the Board has been advised that the bargaining unit members have previously met and ratified the agreement and to forward the agreement to the Executive Committee and Delegation with a request for review and approval of the cost items. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

The Board discussed the contribution being made by the employees who move to the Mid Plan and the most effective way of communicating that to the Executive Committee, noting that it will result in a savings for the County.

Adjourn

There being no further business before the Board, Comm. Ziehm entertained a motion to adjourn.

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

The meeting adjourned at 11:41 a.m.

Approved 6/27/2012

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

Date