

Regular Meeting of the
Hillsborough County Board of Commissioners
June 18, 2008 – Amended
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, B. Moorehead, M. Rusch, C. Kirby, M. Cusson, and L. Stonner

1. Pledge to the Flag

Comm. Pappas called the meeting to order at 3:40 p.m. followed by the Pledge to the Flag led by C. Holden.

2. Minutes

Minutes, June 4, 2008

Motion: To approve the minutes of June 4, 2008. By Comm. Holden, second by Comm. Clemons. Motion carried.

3. Business Office

Approval of Payroll Register

Motion: To approve the Payroll Register dated 6/12/08 in the amount of \$1,160,836.17 subject to review and audit. By Comm. Clemons, second by Comm. Holden. Motion carried.

Approval of Accounts Payable Register

Motion: To approve the Accounts Payable Register dated 06/16/08 in the amount of \$2,795,013.69 subject to review and audit. By Comm. Holden, second by Comm. Clemons. Motion carried.

Telephone Polls

Motion: To approve a Telephone Poll that was conducted on Monday, June 16, 2008, relative to Budget Transfer # 2008-37, transferring a total of \$700 from the Nursing Home Administration budget, line 7299, Bed Assessment, into Nursing Home Maintenance budget, line 7130, Retirement, the amount of \$600 and Nursing Home Activities budget, line 7100, Social Security, the amount of \$100, for a total transfer of \$700, noting that all three Commissioners favored this action. By Comm. Clemons, second by Comm. Holden. Motion carried.

Motion: To approve a Telephone Poll conducted on Friday, June 6, 2008 to authorize the Superintendent at the Department of Corrections to transfer a male inmate to the New Hampshire State Prison, noting that all three Commissioners expressed support for the action. By Comm. Holden, second by Comm. Clemons. Motion carried.

Bid # CIS-18-2008 – Data Processing – DOC-JICS Annual Software Maintenance

Motion: To approve Bid # CIS-18-2008 for the annual software maintenance package, to North Pointe, Inc., PO Box 309, Traverse City, MI, for \$2,479, noting it is a single source bidder under RSA 28:8-3 V, and it is an annual contract for support. By Comm. Clemons, second by Comm. Holden. Motion carried.

5. Department of Corrections

The Department of Corrections Census dated June 12, 2008, was previously distributed to the Board.

Capt. Cusson noted that there was a bid for consideration for toner and copy machine supplies; however, he asked to withdraw that bid until some issues could be resolved relating to verifying if the supplies will work with their equipment.

Capt. Cusson informed the Board that the Inmate Horticultural Program is in its third year, and has been expanded again; over 50,000 square feet of area was planted this year. The Inmates are experimenting with additional varieties of winter squash; last year butternut squash was planted and enjoyed by the Inmates into early November. They will be trying eggplant again this year; however, they purchased plants because starting them from seed was not successful last year. Currently the focus is on weeds that resulted from the recent rain. Plants are coming in; Inmates are in the garden tilling the soil, and the garden is doing well.

4. Nursing Home

Mr. Moorehead was recognized. He presented the Nursing Home Census, noting that as of June 12, the Census was 273, which included 200 Medicaid residents, 41 private pay residents, and 32 Medicare Part A residents. He noted that the total census is down because of several expirations in the last couple of weeks.

May Revenue

Mr. Moorehead presented the May revenue report and informed the Board that the Budget for May was \$1,538,060, while the actual was \$1,683,948 resulting in a positive difference of \$145,888. He also referred the Board to the \$417.18 figure, which represents the average rate for the month paid by Medicare, noting that is exceptional; it is the highest rate in his memory. He informed the Board that Medicare pays on 53 separate Rugs categories that are all based on acuity. The acuity divided by the days becomes the average rate for the month. He noted that the FY09 budget for that rate is \$400/day.

Bid # 41-2008 Air Conditioner for Resident Lounge

Mr. Moorehead presented Bid # 41-2008 for the Air Conditioning to be installed in the Resident Lounge, completing the Resident Lounge project. He noted that the Lounge has been enjoyed by residents to meet with families, watch TV, play games or use the computer; it has been a great success. The lowest responsible bidder is Eckhardt & Johnson, Inc., at a cost of \$7,166.

Motion: To approve Bid # 41-2008 for the Nursing Home for a three-ton ductless split Air Conditioner to Eckhardt & Johnson, Inc., Manchester, NH, at a cost of \$7,166, noting it is the lowest responsible bidder. By Comm. Clemons, second by Comm. Holden. Motion carried.

Bid # 42-2008 Computer Hardware for Financial & Clinical Software

Mr. Moorehead presented Bid # 42-2008, which is for the hardware that the Nursing Home will need to install the Accumed software system that is currently in the transition process, noting there is a September 17 deadline to pull the Quick Care software and replace it with Accumed. He noted that the attached list includes the hardware that is being bid. The lowest responsible bidder is Tiger Direct, Durham, NC, at a total bid of \$12,704.65, noting that amount is approximately \$6,000 under budget.

Motion: To approve Bid # 42-2008 as stated by Mr. Moorehead. By Comm. Holden, second by Comm. Clemons.

Comm. Clemons inquired about the price difference shown on the bid page versus the price on the detail page. Mr. Moorehead replied that the bid amount does not include shipping.

Motion carried.

Mr. Moorehead informed the Board that Don Poulin won the Nursing Home LNA of the year award for the County Home affiliate. He noted that each year there are five categories of LNA awards including that of County Home affiliate. Mr. Poulin has been an employee for 24 years; he is an excellent employee who works on the 11:00 to 7:00 shift. Mr. Moorehead noted that residents who receive Mr. Poulin's care are well cared for and happy and that his laughter is contagious, his smile is genuine, and he is an exemplary employee. The Board acknowledged Mr. Poulin's accomplishments and sent their appreciation and thanks to him.

Mr. Moorehead informed the Board that the ribbon-cutting ceremony for the Resident Lounge would need to be held prior to August because this project will be a Quality of Life submission in September. He will notify Mr. Wenger of possible dates to allow for a Board of Commissioners meeting to be scheduled at the Nursing Home facility in conjunction with the ceremony.

6. Public Comments

No members of the public were present at the time.

Delegation

M. Rusch noted that the Delegation meeting was scheduled for the following evening and would be preceded by a cookout.

Comm. Holden asked to have her name and that of Comm. Pappas added to those attending the Executive Committee meeting on January 25, 2008, noting that they were not listed as attending. She further noted that she attended the November 25, 2007 meeting with Comm. Clemons when the Nursing Home contract was discussed. Ms. Rusch acknowledged their request.

Comm. Holden reported on her trip to Kansas City this summer; the Northeast County Caucus is hoping to form as a group and to hold an event at the annual NACo meeting. They will meet early on a Monday morning with the goal of sharing their success stories and building a collaborative network. The group includes Pennsylvania, Delaware, New Jersey, Connecticut, Rhode Island, Maine, New Hampshire, Vermont, and possibly New York. She noted that there are now 2,367 member counties of NACo; twenty-one states have 100% membership. She reported that almost 1,000 counties are participating in the Prescription Drug program, resulting in savings of \$83,000,000 in drug costs. Comm. Pappas indicated that she brought back resources for Comm. Clemons that he can tap into and reported that there are many good programs available for County participation. Comm. Holden spoke about the resources on the NACo website.

7. Old/New Business

Mr. Wenger updated the Board on the progress of the building project for the second floor of the Bouchard building and referred to three related issues for the Board's consideration. One issue relates to the bid approved last February to CMGC Building Corporation, with respect to the construction project; that was a specific bid with specific numbers and parts of the project. He noted that the 90-day period, which was a part of the contract, has expired. He explained that a meeting with the contractor resulted in a negotiated bid, which worked out specifics with the contractor regarding alternates and costs. Specifically, Mr. Wenger referred to the brick pavers, noting that in the previous motion, the Board had said that the County would be handling the brick

pavers; however, it has been determined that the County should take on only part of that work, part of that job being beyond the County's ability to complete. In addition, in anticipation of the meeting of the Governor and Council's consideration next week, the contractor has agreed to use the same contract form that was used with the first floor project. He provided the Board with a rough draft of the contract, and he will review the contract with Counsel.

Mr. Wenger suggested that Board consider rescinding its prior action with respect to the award of the original contract; once rescinded, he recommended that the Board once again award the bid to CMGC pursuant to RSA 28:8-e VII, based on recent negotiations. He noted that the price negotiated with CMGC remains lower than the competitively bid prices of other contractors previously received. He noted that the contract price is \$838,230, which includes the base bid, the paving, and the security alternatives and alterations proposed for the Human Resources Department. Mr. Wenger further noted that the County would be getting a partial credit for work we do with the brick pavers as well as the work done to remove flooring and the tin ceiling on the second floor, the chain link fence outside the building, and the brick openings upstairs, all or which will be a cost saving for the County. The actual construction contract price will be \$810,107. The County will be responsible for approximately \$28,123 of work in-house.

Mr. Wenger suggested that the Board consider authorizing the Chair to execute the contract once the lease has been approved by Governor and Council, as well as being reviewed and approved by Legal Counsel. He informed the Board that these actions would bring us to the point of being ready to start the project as soon as the Governor and Counsel has signed off, and prior to the anticipated July 1st price increases.

Comm. Holden suggested that the Board move forward with all three motions presented by Mr. Wenger.

Motion: To rescind the Board's action taken on February 27, 2008 that approved the award of a bid for design and construction of the Second Floor, Bouchard Building Renovation, awarded to CMGC Building Corporation of Bedford, NH. By Comm. Holden, second by Comm. Clemons.
Motion carried.

Motion: To waive further competitive bidding pursuant to RSA 28:8-e VII, and to award the contract for design and construction of the Second Floor, Bouchard Building Renovation, to CMGC Building Corporation of Bedford, NH noting that the construction project cost will not exceed \$838,230 including the paving and security alternate additions, and that the cost as negotiated remains lower than the competitively bid prices of other contractors previously received. By Comm. Clemons, second by Comm. Holden. Motion carried.

Motion: To authorize the Board Chairman to execute, on behalf of the County, a contract for construction with CMGC Building Corporation of Bedford, NH, for renovations to the Bouchard Building as called for in a lease agreement between the State of New Hampshire Department of Administrative Services Bureau of Planning and Management and Hillsborough County, said authorization is conditioned upon; (1) the prior approval of the lease agreement by the Governor and Counsel; and (2) the prior review and approval of the contract documents by Hillsborough County Legal Counsel. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Moorehead reported that the National Guard Alumni Band was at the Nursing Home and that they were "awesome." More than two hundred people attended this very well received program.

Comm. Clemons inquired about scheduling a meeting with Primex. The Board discussed possible dates and agreed upon June 23 from 1:00 on, or on June 24 at 1:00 or 4:15. Mr. Wenger agreed to follow up with Primex and Superintendent O'Mara.

Comm. Pappas asked about changing the July 16 meeting, but after discussion, the Board agreed to leave the date as scheduled.

Comm. Pappas informed the Board that she will be meeting with Mayor Guinta at 3:00 p.m. on June 24 in relation to a HUD grant and suggested that Mr. Wenger accompany her.

8. 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 4:18 p.m.

(SIGNED 7/02/08)

Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

Date