

Regular Meeting of the
Hillsborough County Board of Commissioners
June 27, 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, D. Hogan, D. Dionne, C. Kirby, M. Lencki, M. Montminy, 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 9:03 a.m

2. Pledge to the Flag

G. Wenger led the Pledge of Allegiance.

3. QECB Distribution

Comm. Ziehm welcomed Mayor Ted Gatsas and Kevin O'Maley who spoke on behalf of the City of Manchester. Mayor Gatsas indicated that he was here to talk about funding available through the QEBC Bonds distribution that was allocated to Hillsborough County. He added that that they were here, as they were eighteen months ago, to talk about funding that would be turned back to the State; he explained that the funds distributed to the City at that time were put to good use in the development of a new municipal complex in Manchester that will result in efficiencies to the City and its employees. Mayor Gatsas explained that the City is addressing the Board today because it is his understanding that the County has not used its QEBC Bond funding and noted that the City has projects that are not in design, but are in the pipeline to be decided upon. He added that since the funding is available; he is requesting that the County move the funds to the City without any cost to the County.

Comm. Holden noted that she has questions, further noting that there are things that need to be worked out. She added that the County does not have the resources to accept the funds. She inquired about whether there is a deadline. Mr. O'Maley responded that it is his understanding that there is no deadline, and there is no urgency.

Comm. Pappas inquired if there would be a great deal of energy involved if the County were to waive the grant funds. Mr. Wenger explained that this is not a grant; it is a bond allocation to all ten Counties and the City of Manchester. He added that if the County were to manage the bonds, there would be a process of issuing the Bonds and there would be a significant amount of work. He added relative to a waiver; in this instance it is expectation that the County would notify the State that the County is not taking advantage of issuing the bonds; it simply be waiving the bond funds to the City of Manchester or other entity. He added that the State would then have the authority to re-issue or redistribute them.

Mayor Gatsas observed that the State is looking for those funds to distribute and he would hope that the funds that were allocated to Hillsborough County would stay in Hillsborough County. He noted that he would like to see them handled much the same as their last request for funds; there were bonds involved then as well, and the City put the procedures in place. He added that he does not believe that there was a cost to the County at that point either. Mayor Gatsas requested that the bonds be issued to the City, who in turn would handle the cost of issuing the bonds and moving forward.

Comm. Pappas moved to waive the QEBC Bonds distribution.

Motion: To waive the QEBC Bonds allocation that was made to the County and reallocate it to the City of Manchester without any cost to the County. Motion by Comm. Pappas, second by Comm. Holden.

Comm. Pappas added that she has reviewed the list of projects that the City is involved with and offered that the City is doing a great job and this will be helpful to the City and the County. She added that she is happy that the funds may remain in Hillsborough County. Mr. Wenger added that the County will advise the State of the action taken.

Comm. Holden added that she did a little research and communicated with Jack Donovan of the Business Finance Authority; she added that it has been determined that if Coos County is to proceed with its project, it would need the entire three million dollars; however, Coos County, has a private project as opposed to a County project, and would only be able to use 30% of the allocation, so she would favor reallocating the bonds to the City of Manchester as long as there is no cost involved; she added that the County has never done a bond project and she does not favor one at this time.

Motion carried.

Mayor Gatsas and Mr. O'Maley thanked the Board on behalf of the City of Manchester and excused themselves from the meeting.

4. Administrative Business

Approval of Minutes

Motion: To approve the minutes of the May 16, 2012 Board of Commissioner's Regular meeting. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

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

Comm. Holden added that she would approve the May 24th minutes, subject to amending them relative to the County subsidizing the District Court Bailiffs. She referred the Board to Page 3 of 3, Paragraph 6, regarding the last sentence relative to the reimbursement of the District Court Bailiffs. Comm. Holden suggested that a notation should be made on the budget sheets that indicate the County's payment of \$15/per day subsidy.

Comm. Holden requested that the May 24th minutes be amended to add a sentence at the end of the paragraph to read: "*The County subsidizes the District Court Bailiffs by \$15/day per Bailiff.*"

Motion carried to approve the minutes of May 24, 2012, to include the addition of the sentence added by Comm. Holden.

Motion: To approve the minutes of the May 30, 2012 Board of Commissioner's Regular meeting. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion: To approve the minutes of the June 13, 2012 Board of Commissioner's Regular meeting. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To approve the minutes of the June 19, 2012 Board of Commissioner's Special meeting. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Approval of Payroll Registers

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

June 13, 2012 in the amount of \$567.69

June 21, 2012 in the amount of \$451.36

June 21, 2012 in the amount of \$255.79

June 26, 2012 in the amount of \$224.00

June 26, 2012 in the amount of \$247.84

June 26, 2012 in the amount of \$48,713.34

for a total miscellaneous Payroll of \$50,460.02 subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: To approve the regular Payroll Register dated June 21, 2012 in the amount of \$1,094,978.27, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Accounts Payable Registers

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

➤ June 13, 2012 in the amount of \$383,304.41

➤ June 26, 2012 in the amount of \$375,677.76

for a total of \$758,952.18, 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:

➤ June 11, 2012 in the amount of \$266.76

➤ May 21, 2012 in the amount of \$558.70

➤ May 15, 2012 in the amount of \$605.87

for a total of \$1,431.13. Motion by Comm. Pappas, second by Comm. Holden, noting that these have already been approved by the County Attorney. Motion carried.

Transfer # 2012-46

Motion: To approve Transfer # 2012-46 to transfer the amount of \$4,500 from County Attorney Consulting line 4123-7230, and to transfer a like amount to Medical Referee line 4192-7250. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Comm. Holden noted that the reason for the transfer is medical referee billing for the month of June, 2012.

County Complex Bid # 12-10 – New Backup Dual Fuel Boiler

Motion: To approve County Complex Bid # 12-10 for a new Backup Dual Fuel Boiler and to award the bid to GH Philbrick & Sons, Inc., Manchester, NH, noting that it is the lowest responsible bidder at a price of \$127,750. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

CIS Bid # 1-2013 Munis Database Support for FY2013

Motion: To approve CIS Bid # 1-2013 for Munis Database Support for FY2013 to Tyler Tech, Dallas, TX, at a price of \$45,323.69, noting that it is a single source bidder consistent with RSA 28:8-e V. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

5. Public Comment on Agenda Items

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

6. Department of Corrections

Census

Supt. Dionne presented the Department of Correction's Census. He noted that the Census as of June 19, 2012, was 542; he explained that the Census included 460 men, of whom 293 were pre-trial and 167 that were sentenced; there were 82 women, of whom 57 were pre-trial and 25 that had been sentenced, and there were 17 in the community. Supt. Dionne added that they are holding 27 female inmates from Rockingham County and 139 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.

7. Nursing Home

Census

Mr. Moorehead presented the Nursing Home Census; he reported that the Census as of June 27, 2012, was 279, which included 199 Medicaid residents, 45 Private Pay residents, and 39 Medicare Part A residents.

Natural Gas Conversion Project

Mr. Moorehead explained that the conversion to gas was discussed in the Study Groups last fall and again earlier in the year. He added that M. Lencki has received cost estimates from National Grid that include an expense of \$300,000 to expand the line from Rte. 114 to the Nursing Home and to convert the boilers to natural gas. He added that \$300,000 was set aside in the Contingency fund. He explained that the cost estimate became available after the Subcommittee meeting, but before the Executive Committee meeting; at which time, Mr. Lencki was asked to obtain a price from National Grid to expand the line to the Bouchard Building. He added that the estimated completion date is October 1, 2012. He explained that based on the conversion, the Executive Committee subsequently cut the Nursing Home Fuel budget line from \$313,000 to \$143,000. He requested direction from the Board.

Comm. Holden added that the only budget Subcommittee meeting that she was unable to attend was the one for the Nursing Home, and it is her understanding that there was a great deal of discussion regarding the conversion from oil to gas and the resulting costs. She added that she was a little disappointed that the details were raised at the Executive Committee and not at a Board meeting, noting that the Board met a couple days earlier and perhaps the information was not available at that time. She added that she would

have preferred the long-term goal of having the line come to the Complex and the Women's Prison rather than just having a dedicated line to the Nursing Home. Discussion ensued.

Comm. Ziehm added that while the process was circumvented, there was a definite advantage of having the project because it will pay for itself in a couple of years.

Comm. Holden noted that while the money is in the Contingency line, the \$300,000 would have come in handy so that the County would not have had to make such a significant cut in the Salary & Wages line across the County; she added that the \$300,000 would have helped balance the budget without having to devastate the budget by getting rid of employees.

Mr. Moorehead informed the Board that the project can be depreciated over the life of the asset, and the savings of approximately \$100,000 per year will continue on and on and should conserve salaries long term.

Comm. Holden asked about royalties if the line was to be extended. Mr. Lencki explained that if the line was to be extended, the County would be entitled to rebates through the PUC if any other entity ties onto the line, and noted that they are working on the contract.

Comm. Pappas asked why the County could not extend the line at this time. Mr. Moorehead and Mr. Lencki explained that consideration has been given to doing all the facilities; he will have a cost at a later date. Mr. Moorehead added that if the project is not complete, his budget will be significantly short in the Fuel line because of the cut at the Executive Committee level. Comm. Pappas asked Mr. Wenger if he had further thoughts to which he responded that it would be nice if the County would coordinate its projects and that this is an example of why the Board requested approval of a Capital Reserve fund. He added that the County has tried for years to improve its fiber optics capabilities to address communications issues and it would have been nice to be able to include that in the conversion project, but the fiber optics project would require a ditch to be dug, and there is no funding in the current budget to do that.

Discussion ensued relative to the gas conversion. Ms. Robinson noted that the new boiler at the Complex is a dual fuel boiler. Mr. Wenger added that it would be wise to consider timing so as to include having the new boiler hooked up to gas as the conversion is done. Ms. Robinson added that the building is protected from freezing by a backup generator; it won't run the fans, electricity and computers, but it will cycle hot water through the building to prevent freezing.

The Board discussed moving forward with the conversion process. Comm. Pappas offered a motion.

Motion: To approve the natural gas conversion project and to direct the Nursing Home to continue researching, and hopefully to bring the line to all the nearby County facilities. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

8. Old/New Business

Women's Prison Lease - Execution

Mr. Wenger explained that there are procedural actions regarding the amendment to the contract for the Women's Prison that the Board approved earlier; these actions are needed to comply with requirements of the Governor and Council regarding the lease at the Women's Prison. He requested that the Board move two resolutions related to the Certificate of Municipalities and to sign two copies of the amendment.

Comm. Holden offered the appropriate motion:

Motion: I, move the resolution that Hillsborough County shall enter into a contract amendment with the State of New Hampshire, acting by and through its Commissioner of the Department of Corrections, providing for the performance by Hillsborough County of certain services as documented within the foregoing Amendment to the Agreement for Use of Premises, and that the officials listed, the Hillsborough County Board of Commissioners, Sandra Ziehm, Chairman, Carol H. Holden, Vice-Chairman/Clerk, and Toni H. Pappas, on behalf of the County are authorized and directed to enter into the said lease amendment with the state of New Hampshire, and that they are to take any and all such actions that may be deemed necessary, desirable or appropriate in order to execute, seal, acknowledge and deliver any and all documents, agreements and other instruments on behalf of the County in order to accomplish the same. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion: I move that the signature of the above authorized Commissioners of this County, when affixed to any instrument or document described in, or contemplated by, these resolutions, shall be conclusive evidence of authority of said parties to bind this County, thereby;

1. The foregoing resolutions have not been revoked, annulled, or amended in any manner whatsoever, and remain in full force and effect as of the date hereof;
2. The following person or persons have been duly elected to, and now occupy, the Office or Offices indicated:
 - a. Chairman, Board of Commissioners: Sandra Ziehm
 - b. Vice Chairman/Clerk, Board of Commissioners: Carol H. Holden
 - c. Board of Commissioners: Toni H. Pappas

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

Mr. Wenger informed the Board that there are requests related to the end of the fiscal year. He noted that:

- Revenue and expense items are due in the Business Office by July 13th.
- Transfers are due by July 6th.
- Final transfers will be presented to the Board at its July 11th meeting.
- Encumbrances are due by July 12th.
- Any mileage or other expense items should be submitted by July 13th.

Comm. Ziehm explained that Chairman Seidel informed her that he will be meeting with some of the Executive Committee members in August and wondered if one of the Commissioners would be interested in attending. She noted that Chairman Seidel indicated that they will be looking at the RSA's to see if any changes could be made that will benefit the County. She recommended that any Department Heads who have input should provide the information and asked if one of the Commissioners was interested in attending.

Ms. Robinson informed the Board that there is an upcoming meeting of the State and County Finance Committee; which will be held in July; they will be discussing the fact that the Counties have been paying for the rate setting unit for some time. She added that the County received a letter recently stating that the Committee had made a mistake and had not charged the County for Jonathan McCosh's salary. She explained that the payment for that unit is paid by the Counties and the Federal government, not the State. She added that they essentially work for the Counties, but the State is not always responsive; an example would be the late ProShare payment. She offered that perhaps this would be an issue to address with Chairman Seidel and the Executive Committee.

Comm. Holden noted that it would behoove the Commissioners to be at that meeting because Representatives that are members of the Executive Committee attempted to move action (at the State level) that would have limited the Commissioner's powers, but fortunately those attempts were unsuccessful. She suggested that could happen again. Comm. Holden offered that the Commissioners were introduced into

County government in 1855 by the Legislature. She added that it is important to monitor proposed changes to the RSA's and look at what the impacts will be.

Mr. Moorehead informed the Board that he received word this week that the ProShare payment will be \$1,602,146 while the budget is \$1,200,000 for FY 2012. He added that there will be a supplemental payment in July, and he is hopeful that it will bring the Nursing Home above the budgeted amount. It was noted that it is budgeted at 2 million for FY13.

FY 2013 Budget Follow Up

Mr. Wenger offered that everybody across the County is sacrificing and the Commissioners are sacrificing as well. He explained that the Commissioner's Office of Administration and Finance is in the midst of reorganizing its offices in anticipation of the UNH Cooperative Extension Education Office moving into the County Complex on Tuesday, July 3rd. He added that it is his understanding that the Commissioner's Offices are being consolidating. He added that it is his expectation that there will be one Commissioner's Office where there will be a locking file cabinet for each Commissioner District, a desk, a telephone and adjacent to that there will be an office with a conference table where a telephone and computer can be added if necessary. He explained that Comm. Pappas has moved out of her office; it has been painted and Ms. Robinson is moving into that office. Comm. Holden noted that she has been removing things to make space for the other Commissioners. Discussion ensued relative to the changes that are being made.

Mr. Wenger added that a motion to implement the FY13 budget would be appropriate if the Commissioner's so choose. He added that the Board's recommended budget was at \$84,378,417; the budget approved by the Delegation was \$83,132,141; which includes \$300,000 for the gas conversion. He added that in the Commissioner's approved budget, there were spending cuts of \$1,546,276, and noted that the amount to be raised by taxes and the use of Surplus did not change during the meeting. Mr. Wenger noted that there were internal changes made during the process that resulted in \$98,618 that was added to the reduction of the Department's Salary lines, excluding one Department and four lines. He added that the resulting cuts made by the Executive Committee and the Delegation included \$965,404 that was reduced from the employee-related lines; that action has created a challenge that each Department is now facing. He added that consideration is being given to having the Departments report on their budget status monthly, and some Departments may have to lay off employees immediately, but a process relative to how layoffs will occur is needed to provide the Department Heads with direction.

There was a discussion relative to how the Departments were effected and when/if layoffs should occur.

Comm. Pappas noted that there was discussion about the DOC's Community Service Project and asked Supt. Dionne what his opinion was relative to the project. Supt. Dionne responded that he will be laying off people and added that he cannot justify laying people off while a staff person is outside the walls overseeing trash pickup and brush cutting thereby putting the safety and security of staff and inmates in question. He added that he would need that officer in the facility to run a housing unit; additionally, he would have to pay overtime to another staff person while an officer is out on a Community Service Project. He added that with his budget and the cuts in overtime, he cannot risk safety and security in the facility. Comm. Ziehm asked if the program could continue if the communities were willing to cover the cost of the program. Supt. Dionne responded that the rate of the staff person would be a time and one-half because the person would not be covering a position while he was out of the facility. The Board agreed that it was unfortunate that the Community Service Program has been cut and that the Towns and Cities would be affected. Comm. Holden added that the Salary & Wage cut happened at the Executive Committee and the Board was given no time to plan.

Supt. Dionne added that when he attended the Subcommittee meeting he walked away with a budget that he could work with, but following the meeting, a significant cut was made to his budget. Comm. Ziehm noted

that it appeared that the Sub Committee meetings were a waste, in fact at one meeting, even the Chair did not attend. She asked if the Board might wish to consider RSA's that affect the County budget process. Comm. Holden noted that no other State operates like New Hampshire. Comm. Pappas suggested that the Board look at what Commissioners in other States do. The Board discussed what expenses are down-shifted to the County, and added that when the Representatives come to the County, they want to cut the County budget the same as on the State level, but the County operation differs from the State. Comm. Holden noted that the County does things differently and added that the County has reviews of its employees; it has eliminated steps in favor of wage ranges. She added that at the County level, the employees pay a significant part of the health insurance and noted that these changes have made County government better, but at the Delegation level, it is like "slash and burn." She added that this made be the end of County government.

The Board discussed the direction it wished to give to the Department Heads. Mr. Wenger added that the Board implemented change to the non-affiliated employee's health insurance will result in a ten-month savings of \$103,000.

Following discussion, the Board agreed that the Departments will address how they stand with respect to the budget on a monthly basis with the anticipation that a reduction in force will have to be implemented at some point during the fiscal year. Consideration was given relative to whether the Board would go forward for several months without layoffs and then request a supplemental appropriation as well as the option of immediate layoffs. Another consideration was to tighten budgets, not spend money, report monthly and address a reduction in force when it becomes obvious that a Department cannot get through the year without going over budget; other options include leaving positions open and not filling vacancies.

Comm. Holden added that it is important to provide the mandated services and be able to perform the functions to meet State and Federal requirements. Comm. Ziehm suggested that Departments Heads should decide which positions are critical to his/her Department. Comm. Holden suggested that this may be the year when it would be necessary to request a supplemental appropriation, particularly if the County cannot meet its requirements.

The Board discussed a policy regarding implementing layoffs and the notice to be given. Comm. Holden expressed her belief that six weeks notice prior to layoffs might be appropriate; she asked for input from the other Commissioners and suggested that this might be the time to request a supplemental appropriation if it is needed by the departments, adding that it is also important to address the requested cuts.

Comm. Pappas asked if there was any litigation pending relative to the previous year's layoffs. Attorney Kirby responded that there has been an unfair labor practice charged filed against the County by AFSCME; that case is scheduled to go before the PRLB in August that relates to the reductions at the Nursing Home. She added that as a result of the reductions, there has also been litigation involving the Sheriff's Office; the outcome of that decision is pending.

Comm. Pappas inquired how payment would be made if judgment was made in favor of the litigant. Attorney Kirby indicated that any judgment would come from the Surplus pursuant to the Statute.

Comm. Ziehm asked if the Department Heads had anything to share with the Board. Supt. Dionne responded that he would like to have direction regarding notifying the people he will be laying off and giving them an opportunity to hold another position at the DOC. He added that it is unique for his department because he has an opening where a person could go to a different job classification; he added that the Commissioners had approved changing a full-time position to a part-time position, but he learned at the Executive Committee that a new part-time position will have to be created in order to do that. He added that he is giving the individual three months in that position, and then the position will end because that is all the department will be able to fund and still remain within the budget. He added consideration was given to keeping two or three staff and re-evaluating the positions in six months; he explained that the problem then

becomes compounded because he might have to lay off both employees when he could have taken action earlier and laid off only one person. He added that the Department Heads are not taking the process lightly; there are addressing the necessary budget cuts and would like direction from the Board relative to layoffs.

Comm. Holden noted that Hillsborough County is different than other Counties because of specific budget Statutes and perhaps that should be changed.

Comm. Ziehm offered that it is her opinion that each department is best qualified to address its layoffs. Mr. Wenger added that there is a formal notice that the County and Human Resources is required to provide that includes information relative to retirement and other issues; it is important to be consistent across the County regarding the formal notice that individuals are being given. The Board discussed layoff options and the direction it will provide and a motion was offered.

Motion: The Board of Commissioners will strive to provide thirty (30) day formal notice to employees of a layoff and/or reduction in staff. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. Wenger added that the action taken provides the departments with direction and it is the department's obligation to provide the Board with monthly updates regarding the status and implications to employees. He added that at the last Board meeting, the Board implemented a change to the non-affiliated employee's Health Insurance that will result in a ten month savings of \$103,000. He further added that the cut had virtually no impact because the Delegation added \$98,000 to the budget.

In response to a question from Comm. Ziehm, Mr. Wenger offered that the Board has the opportunity to decide if it is satisfied with the budget and if it is going to implement the budget. He requested that the Board provide directives as to how layoffs should occur if they are made. He added that the consensus is that the departments are willing to update the Board monthly or as the Board wishes relative to where the department stands regarding the budget and with respect to anticipating that a reduction is force will have to be acted on. Discussion ensued relative to how the Board might address approval of the budget such as:

- the option of asking for a supplemental appropriation in six months,
- asking the departments to make \$900,000 in cuts and to do it immediately,
- asking departments to tighten their budget as much as possible,
- reducing spending so the County does not have to borrow money,
- having departments report monthly, giving the Board thirty or sixty days notice of when they will not have funds to get through the year.

Comm. Holden offered a motion to implement the budget.

Motion: To implement the FY 2013 budget. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger offered that it might be meaningful, when addressing the FY14 budget, to have a record of the ramifications of the FY13 budget cuts, particularly since a comment was made at the Executive Committee level that the previous year's cuts had no impact. He added that having a central place where the information and impacts could be gathered could be very helpful at this time next year if a Representative were to comment that there was no impact as a result of the cuts it made in the FY13 budget. He added that having an impact document will illustrate the budget ramifications so that the Delegation has a full understanding of the impacts of the FY13 budget cuts.

Comm. Holden suggested that the website could be made to be more helpful by providing copy of the budget or possibly a chat room to give the taxpayers tools to enhance communication.

Mr. Moorehead informed the Board that there will be a QIS New Survey and In-service at the Nursing Home the following day; there will be 47 people attending.

Comm. Ziehm addressed three requests to meet with the Board in Non-Public Session consistent with RSA 91-A:3 II (a) relative to a personnel matter, and a request to meet with Counsel consistent with RSA 91-A:2 I (a) with respect to negotiations.

Motion: To move into Non-Public Session consistent with RSA 91-A:3 II (a) and to meet with Counsel consistent with RSA 91-A:2 I (a) with respect to negotiations. Motion by Comm. Holden, second by Comm. Pappas. Ziehm-yes, Pappas-yes, Holden-yes. Motion carried.

The Board moved into Non-Public Session at 10:43 a.m

The Board met with Mr. Moorehead, Supt. Dionne, Sheriff Hardy, Attorney Kirby and Mr. Wenger.

The Board met with Mr. Wenger.

The Board met with Mr. Reidy.

The Board met with Supt. Dionne, M. Montminy and Mr. Wenger.

.The Board moved out of Non-Public session at 11:47 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 move, as a result of the budget reductions supported by the Executive Committee and approved by the County Delegation, and with concerns for the safety and security at the Department of Corrections, to direct the Superintendent to indefinitely suspend the Community Service Program effective July 1, 2012. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. Wenger added that a motion is required to address the transition of the two Cooperative Extension employees who are leaving the County's employment and who will become University of New Hampshire employees.

Motion: To direct the Commissioner's Office of Administration and Finance to prepare the appropriate notices to the two UNH Cooperative Extension employees with respect to the elimination of their positions, with the understanding that the positions are to be transferred to the University system. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. Wenger added that this action will direct the Commissioner's Office of Administration and Finance to prepare the appropriate packets with information relative to the employee's rights and benefits and so that the final payouts are made. He added that the County is working with UNH to make the transition happen; it is likely to take place within 15 to 20 days.

The Board discussed finalization of the Education & Conference and Travel-Out of State budget lines. Comm. Holden offered a motion.

Motion: To direct the Commissioner's Office of Administration and Finance to finalize the Education & Conference and Travel-Out of State budget lines and to resolve the related payments. Motion by Comm. Holden, second by Comm. Pappas. Motion carried with Commissioners Holden and Pappas voting for the motion and Comm. Ziehm voting against the motion.

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.

Approved August 10, 2012

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

Date