

Regular Meeting of the
Hillsborough County Board of Commissioners
August 21, 2013

Bouchard Building, Goffstown, NH
Minutes of the Public Session

(Not Official until Approved by the Board and signed by the Clerk.)

Present: Comm. Pappas, Comm. Holden, D. Dionne, M. Montminy, D. Reidy, E. Robinson, G. Wenger, and L. Stonner

Call to Order

Comm. Pappas called the meeting to order at 9:06 a.m. Mr. Wenger led the Pledge of Allegiance.

Administrative Business

Minutes

Motion: To approve the minutes of the Board of Commissioner's meeting held on August 7, 2013. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Approval of Payroll Registers

Motion: To approve Miscellaneous Payrolls on the following dates in the following amounts:

- Aug. 15, 2013 \$1,151.26
- Aug. 15, 2013 214.11
- Aug. 16, 2013 103.63
- Aug. 19, 2013 150.77

The total for Miscellaneous Payroll is \$1,619.77, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried

Motion: To approve a Regular Payroll dated August 15, 2013 in the amount of 1,105,198.95, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Approval of Accounts Payable Register:

Motion: To approve an Accounts Payable register for Aug. 21, 2013 in the amount of \$897,663, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Sheriff's Extraditions

Motion: To approve Extraditions that have been previously approved by the County Attorney:

- June 19, 2013 \$ 51.11
- June 20, 2013 143.02
- June 27, 2013 231.48
- July 9, 2013 253.93
- July 9, 2013 118.00
- July 11, 2013 167.61
- July 16, 2013 143.00
- July 17, 2013 237.68
- July 23, 2013 108.62
- July 23, 2013 433.26

The total is \$1,887.71. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Bid # CIS 04-2014 – Computer Purchase

Motion: To approve Bid # CIS 04-2014 for Computer purchases for the County and to award the bid to CDW-G, Vernon Hills, IL, at the price of \$18,300, noting that it is the lowest responsible bidder meeting the specifications. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger explained that approval of this bid provides funding for the purchase of computers that was budgeted; it is an extremely good price and is a bit lower than anticipated in the budget.

Public Comment on Agenda items

There was no one present who wished to comment on Agenda items.

Department of Corrections

Supt. Dionne presented the Department of Correction's census. He noted that as of August 13th, the total in custody was 554; it included 433 men; 159 had been sentenced and 274 were awaiting trial; there were 121 women in custody; 40 had been sentenced and 81 were awaiting trial. Supt. Dionne added that there were 9 inmates in the Pre-Trial Supervision Program (PSP), and 135 in the diversionary Mental Health program; 77 are from Nashua and 58 are from Manchester. He added that the DOC is also holding 49 females from Rockingham County.

Supt. Dionne informed the Board that he provided the Overtime Impact Report for the record; he noted that overtime has been higher due to vacations and 14 vacancies; the DOC will be conducting a Correctional Officer Academy that will start on August 26th. He added that it is difficult to get candidates that fit the criteria, pass acceptable criminal background checks, and are eligible for Group II Retirement.

Bid # FY14-22 – 2014 Chevrolet Impala – Inmate Transport Car

Motion: To approve Bid # FY14-22 – 2014 for a Chevrolet Impala that will be used as an inmate transport vehicle, and to award the bid to MacMulkin Chevrolet, Nashua, NH at a price of \$21,200, noting that it is the lowest responsible bidder meeting the specifications; it is a State bid with a request to waive competitive bidding consistent with RSA 28:8-e V; Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Supt. Dionne added that he will be taking a car off the road and has offered it to the Nursing Home.

Nursing Home

Census

Mr. Moorehead presented the Nursing Home census; he informed the Board that the Nursing Home Census as of August 15, 2013 was 285 residents; it included 210 Medicaid residents, 35 Private Pay residents, and 40 Medicare, Part A; he added that the Medicare census is excellent.

July 30, 2013 Revenue

Mr. Moorehead provided information relative to the July Revenue; which is the first month of Fiscal 2014; he informed the Board that the budgeted Room & Board and ancillary services was \$1,843,742 while the actual Revenue was \$1,878,739, which resulted in a positive variance of \$34,997.

FY 2013 year-to-date Revenue Update – Updated as of June 30, 2013

Mr. Moorehead provided information relative to the Fiscal 2013 unaudited Revenue, as of June 30, 2013. He explained that the budgeted Nursing Home Revenues from all sources was \$26,875,935 while the actual Revenue was \$28,400,258, which represents a positive variance of \$1,524,323. He added that the Revenue includes Room & Board, ancillaries, and ProShare and Bed Tax, which came in in June

Five Star Update

Mr. Moorehead presented information regarding the recent survey and the five-star rating the Nursing Home received as a result of that survey. He added that the information is already on the CMS website for people to see when comparing Nursing Home ratings; the July score has been updated on the website. Mr. Moorehead distributed information relative to the County Nursing Home's ratings and noted that its five-star rating is the highest possible rating.

Mr. Moorehead informed the Board that he is looking into a company called Vohra; it is a Florida-based physicians group that specializes in wound care management. They provide the service at no charge, and based on excellent references, they appear to do a good job relative to wound care. He added that he met the physician that would be assigned to the Nursing Home, and it is his belief the physician would be a valuable addition to the Nursing Home. Mr. Moorehead noted that the physician would round weekly with the room nurse. He further added that he sent a sample contract to Attorney Kirby for her review and he would like to move forward with the contract subject to Board approval and an agreement on contract language. He added that he is hoping to present a contract to the Board in the next month.

Mr. Moorehead requested an opportunity to meet with the Board in Non-Public Session consistent with RSA 91-A:3 II (a) relative to a compensation issue.

Old/New Business

Request for Use of County Land – Goffstown Police Department

Ms. Robinson explained that the County has received a request to use the parking lot adjacent to the Bouchard Building on Saturday, September 14th for overflow parking during Police Department Open House. She added that the request meets the County criteria and provides a Certificate of Coverage from their insurance company. She noted that an officer will be stationed by the road to direct traffic and maintain safety for those crossing the road. She further noted that this request has been granted in the past.

Motion: To approve the Goffstown Police Department's request for the use of County land, noting that the proper insurance has been verified. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Supt. Dionne added that staff from Senator Shaheen's office visited the Department of Corrections and toured the facility. He added concerns that he addressed with the Senator's staff include 2 outstanding grants and a request to obtain body scanners that are currently being stored; he explained that the scanners were taken out

of service at Logan Airport because they were deemed to be too intrusive. He asked if the scanners could be given to the DOC for its use, and suggested that the Hillsborough County Department of Corrections might be used as a test site, he noted that the use of the scanners for incoming prisoners would be less intrusive than a strip search and it would prevent prohibited items from entering the facility. Sen. Shaheen's staff indicated that they would get back to him relative to his request.

Supt. Dionne noted that he recently met with Dan Ward, the Superintendent from Belknap County, who asked if Hillsborough County was willing to contract for housing Belknap County inmates, both male and female. He added that Belknap County is overcrowded and wants to reduce the inmate population to build a 43 million dollar jail. He recommended that the Board grant authority for the DOC to take an additional 20 male inmates initially at a daily rate of \$57.50 per day. The Board agreed that Supt. Dionne should move forward, obtain a contract, and return to the Board for contract approval.

Supt. Dionne informed the Board that he will be on vacation from August 26th through September 2nd; Capt. Hiscoe will cover for him.

Comm. Holden informed those present that she had nomination forms for Employee of the Year awards that will be presented at the NH Association of Counties Annual Conference. She urged everyone to submit names.

Comm. Holden noted that she will be attending a local working group meeting at the Conservation District relative to discussing and resolving the natural resource priorities of the group.

Mr. Wenger presented a Bid for the sale of a 2003 Chevy Impala vehicle. He explained that the highest bidder is Mahoney Truck & Auto Sales, Goffstown, NH; the price is \$1,355.

Motion: To approve a Bid for the sale of a 2003 Chevy Impala vehicle; the highest responsible bidder is Mahoney Truck & Auto Sales, Goffstown, NH; at a price of \$1,355, and to authorize the County Administrator to sign the Title. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger informed the Board that he has 3 contracts for the Board's approval and execution; he noted that they are the Nursing Home Chemical Workers, the DOC AFSCME group, and the DOC Teamster group. He added that with these contracts executed, all pending contracts will have been signed with the exception Nursing Home AFSCME group, which they are working on.

Mr. Wenger noted that he received a request for photos of events or programs and encouraged those present to submit them.

Mr. Wenger referred the Board to the unaudited, final FY2013 Appropriation Control Report; he added that the last page reflects expenses that represent 97% of what was budgeted, leaving 2.1 million dollars or 2.6% of the budgeted expenses. He added that in an 83 million dollar budget, 2.6% is probably a little too close. The Primex holiday resulted in a savings of approximately \$400,000, and the non-affiliated Health Insurance changed after the budget was approved resulting in an additional savings of \$500,000; other savings occurred as a result of vacant positions. He noted that there will also be adjustments done by the auditors as they complete the audit.

Mr. Wenger presented a hand-out illustrating the reduction in cost for Health Insurance for the County over several years which has benefited both the County and the employees.

Mr. Wenger informed the Board that the Accounts Payable expenditures approved earlier in the meeting included the CDBG Grant for the City of Manchester; the County's administrative cost of \$12,500 was approved, the grant funds have been received, and the project should be coming to a close.

Mr. Wenger noted that he would like to meet with the Board in Non-Public Session consistent with RSA 91-A:3 II (d) relative to the sale or lease of property.

Non-Public Session

Comm. Pappas entertained a motion to move into Non-Public Session.

Motion: To move into Non-Public session with Mr. Moorehead consistent with RSA 91-A:3 II (a) relative to compensation, and then to meet in Non-Public Session with Mr. Wenger consistent with RSA 91-A:3 II (d) relative to three issues related to the sale or lease of property. Motion by Comm. Holden, second by Comm. Pappas. Pappas-yes, Holden Yes. Motion carried.

The Board moved into Non-Public Session at 9:41 a.m.

The Board met with Mr. Moorehead and Mr. Wenger.

The Board met with Mr. Wenger.

The Board met with Mr. Reidy and Mr. Wenger.

The Board moved out of Non-Public Session at 10:26 a.m.

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

Adjourn

Lacking further business, Comm. Pappas adjourned the meeting.

The meeting adjourned at 10:27 a.m.

Approved on September 18, 2013

Comm. Sandra Ziehm, Clerk
Hillsborough County Board of Commissioners

Date