

Regular Meeting of the  
**Hillsborough County Board of Commissioners**  
**September 4, 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, Comm. Ziehm, D. Dionne, C. Kirby, B. Moorehead, D. Reidy, E. Robinson, M. Castonguay, G. Wenger, and L. Stonner

### **Call to Order**

Comm. Pappas called the meeting to order at 9:00 a.m. Comm. Ziehm led the Pledge of Allegiance.

Comm. Holden introduced Ariell Dorson who is attending the meeting as an interested observer. Comm. Holden explained that Ms. Dorson, a NH native from New Ipswich, is interested in Corrections. Comm. Holden explained that Ms. Dorson recently graduation from UNH with a degree related to Family Service and Justice; she did an internship at Strafford County and has been active in community affairs at UNH. Comm. Holden noted that she has introduced her to Mrs. Boyd in HR and Supt. Dionne, who has invited her to tour the Department of Corrections following the Board meeting.

### **Administrative Business**

#### Approval of Payroll Register

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

- June 28, 2013           \$23,642.79
- Aug. 22, 2013           8,503.91
- Aug. 29, 2013           844.49
- Aug. 30, 2013           844.49
- Aug. 30, 2013           240.00

The total for Miscellaneous Payroll is \$34,075.68, subject to review and audit. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried

**Motion:** To approve a Regular Payroll dated August 29, 2013 in the amount of 1,124,899.05, subject to review and audit. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried

#### Approval of Accounts Payable Register:

**Motion:** To approve an Accounts Payable register for Aug. 29, 2013 in the amount of \$1,394.00 and an Accounts Payable Register dated September 4, 2013 in the amount of \$2,670,196.01 for a total of \$2,671,590.01, subject to review and audit. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried

### **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 13<sup>th</sup>, the total in custody was 541 it included 424 men; 154 had been sentenced and 270 were awaiting trial; there were 116 women in custody; 40 had been sentenced and 76 were awaiting trial. He added that there was 1 individual in the PSU related to an assault at Elliot Hospital; he explained that the individual will be going to the State

facility but added that beds in the secure psychiatric unit at the State Prison are limited. He added that another inmate assaulted an individual at St. Joseph's Hospital in Nashua. Supt. Dionne added that there were 133 in the diversionary Mental Health program; 80 are from Nashua and 53 are from Manchester. He added that the DOC is also holding 46 females from Rockingham County.

Supt. Dionne informed the Board that he provided the Overtime Impact Report for the record; he noted that overtime continues to be high and added that he anticipates the need to bring a transfer request to the Board in the near future.

## **Nursing Home**

### Census

Mr. Moorehead presented the Nursing Home census; he informed the Board that the Nursing Home Census as of August 29, 2013 was 286 residents; it included 210 Medicaid residents, 37 Private Pay residents, and 39 Medicare, Part A.

Mr. Moorehead discussed a bid request and the Board agreed to discuss the request in Non-Public Session before taking any action.

## **Old/New Business**

Comm. Ziehm inquired about possible action relative to the Registry of Deeds bid for its imaging and indexing system. The other Commissioners noted that it was not discussed at its last meeting.

Mr. Wenger informed the Board that The Goffstown Rail Trail group will be constructing a kiosk on their land at the behind the Parking Lot.

Mr. Wenger informed those present that the NH Motor Speedway will again be offering tickets to its September 22<sup>nd</sup> race to Hillsborough County employees at a discounted rate.

Mr. Wenger informed the Board that relative to an earlier request by the Town of Goffstown to cross County land to repair one of its culverts; the Town has all the appropriate agreements and bids in place and anticipates that it will complete the work in September and/or October.

Mr. Wenger informed the Board that the Executive Committee will not meet in time to address the Police Department's request to use the parking lot, it was noted that it is a public parking lot.

Comm. Ziehm inquired about security at the Temple Street building. Ms. Robinson indicated that she is working with the vendor to schedule the work. Mr. Wenger informed the Board that he will be meeting with the Temple Street employees to review issues at the building and provide an update.

Comm. Ziehm asked if there has been any interest in renting County property. Ms. Robinson responded that there was one caller who set a time to meet but cancelled the meeting.

Comm. Ziehm asked Mr. Moorehead if there is a waiting list for admittance to the Nursing Home; he responded that there is a waiting list; it varies depending on the priority and if the individual is in need of acute care and is coming for home or a hospital as opposed to coming from another facility. He added that it also is dependent on the unit or type of care that is needed. Comm. Ziehm mentioned a discussion with a person who has been waiting for 2 years; Comm. Pappas noted that she is familiar with the case and will work with Mr.

Moorehead to address the issue since the person is in her District. Mr. Moorehead noted that a person who is receiving care at another facility may not be as high in priority as someone needing immediate or acute care.

Comm. Holden noted that she attended the Hillsborough County Conservation District Local Working Group and added that priorities were invasive species control and stream banks and erosion. Comm. Holden added that there is a move at the national level for the EPA (Environmental Protection Agency) to include local drainage ditches in the Waters of the U.S. Regulations.

Comm. Holden added that she received the report from the U.S. Department of Justice program with the National Institute of Corrections. The NIC Corrections staff provided the onsite technical assistance at the request of the New Hampshire Association of Counties. Twenty eight participants began the five day session on August 26<sup>th</sup>. A follow up session on Power Point will be scheduled in mid-October.

Mr. Moorehead informed the Board that it has been addressing the last Phase of the Point Click Care project at the Nursing Home over the last couple months. He added that this phase includes adding Physician's orders to the system so that all Physicians' orders are entered manually and can be coordinated with the Pharmacy.

Mr. Wenger informed the Board that there has been a change in Rockingham County that may change the way it operates; it has eliminated its Human Services Director position.

In response to a question from Comm. Holden relative to the County's website needing changes, Ms. Robinson noted that Mr. Roach is working to develop a new website.

In response to a question from Comm. Ziehm relative to the Point Click Care system, Mr. Wenger explained that it was approved in 2010 or 2011 as a part of a Capital Reserve; the cost was \$350,000. He added that implementation takes time.

Mr. Moorehead informed the Board that he recently received a request for financial information relative to the County's Nursing Home and noted that Strafford and Grafton Counties were also contacted; the information will be used for a Task Force to address the future of Cheshire County.

### **Non-Public Session**

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

**Motion:** To move into Non-Public session with Mr. Moorehead and Mr. Wenger consistent with RSA 91-A:3 II (a) relative to compensation. Motion by Comm. Holden, second by Comm. Pappas. Pappas-yes, Holden yes, Ziehm-yes. Motion carried.

The Board moved into Non-Public Session at 9:37 a.m.

The Board took a brief Recess

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

The Board moved out of Non-Public Session at 9:53 a.m.

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

Comm. Pappas asked if there was any further business to address; Comm. Holden offered the following motion:

**Motion:** To approve Bid # 02-2014 for the purchase of employee recognition Gift Cards for the Nursing Home noting that the lowest responsible bidder is Hannaford, Atlanta, GA in the amount of \$20,000, noting that a 5% is given on the gift cards. Motion by Comm. Holden, second by Comm. Ziehm. Motion carried

### **Adjourn**

Lacking further business, Comm. Pappas entertained a motion to adjourn.

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

The meeting adjourned at 9:55 a.m.

*Approved on September 18, 2013*

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Comm. Sandra Ziehm, Clerk  
Hillsborough County Board of Commissioners

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Date