

Regular Meeting of the  
**Hillsborough County Board of Commissioners**  
**September 5, 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. Holden, Comm. Pappas, D. Dionne, C. Kirby, B. Moorehead, D. Reidy, E. Robinson, G. Wenger, and L. Stonner.

**1. Call to Order**

Comm. Ziehm called the meeting to order at 9:02 a.m.

**2. Pledge to the Flag**

Mr. Reidy led the Pledge of Allegiance.

**3. Administrative Business**

Minutes:

**Motion:** To approve the minutes of the Board of Commissioner's meeting held on July 25, 2012. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Approval of Payroll Registers

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

- August 22, 2012           \$821.96
- August 30, 2012           \$4,507.73
- August 31, 2012           \$562.72
- August 31, 2012           \$1,345.10
- September 4, 2012        \$240.00

for a total of \$7,477.51, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

**Motion:** To approve a Regular Payroll Dated August 30, 2012, in the amount of \$1,096,240.19 subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Accounts Payable Registers

**Motion:** To approve an Accounts Payable Register dated August 4, 2012 in the amount of \$3,670,804.61, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

CIS Bid # 03-2013 Additional Computer Purchase

**Motion:** To approve the purchase of additional computers by the CIS Department, and to award the bid to Gov Connection, Merrimack NH in the amount of \$4,896.60, noting that it is only bidder to respond. Motion by Comm. Holden, second by Comm. Pappas.

Mr. Wenger explained that there are two bids relating to the purchase of computers; he added that the aforementioned bid has already been consummated because the amount is less than the \$5,000 amount that requires Board approval. He added that this bid is for the final FY12 CIS purchase of 10 computers and further added that in light of receiving an extremely good price, they went out to bid again to see if they could obtain the same price for FY13; he added that the next bid he is proposing for approval would provide the County with an additional 13 computers at nearly the same price within the FY13 budget.

In response to a question from Comm. Ziehm relative to which computers would be replaced, Mr. Wenger informed the Board that some older computers will be replaced; additionally, the bid includes computers that were budgeted for FY13. Mr. Wenger added that the County has approximately 250 computers; the majority of them are 5 to 6 years old and a warranty is not available after 3 years.

Motion carried.

#### CIS Bid # 04-2013 Annual Computer Purchase

**Motion:** To approve CIS Bid # 04-2013 for the annual purchase of computers to Gov Connection, Merrimack NH in the amount of \$6,396.00, noting that it is only bidder to respond and it meets the criteria of RSA 28:8 (e). Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

#### 4. Public Comment on Agenda Items

There were no members of the public present who wished to comment on Agenda items.

#### 5. Department of Corrections

##### Census

Supt. Dionne presented the Department of Correction's Census. He noted that the Census as of August 28, 2012 was 531; he explained that the Census includes 439 men, of whom 154 had been sentenced and 285 that were being held pre-trial; there were 92 women, of whom 29 had been sentenced and 63 that were being held pre-trial. He added that 28 of those females are from Rockingham County. Supt. Dionne informed the Board that there are a total 133 individuals that were diverted through the Mental Health Courts; he added that there are also 14 serving their sentence in the community.

##### Administrative Transfers of Inmates

Supt. Dionne informed the Board that he is requesting approval of two inmate transfers; one is from Rockingham County and the other from Sullivan County.

**Motion:** To approve two Administrative Transfers, one from Rockingham County and another from Sullivan County. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

#### Bid # FY13-02 – Laundry Dryer Vent Exhaust

**Motion:** To approve Bid # FY13-02 for Laundry Dryer Vent Exhaust at the DOC, noting that the lowest responsible bidder is Denron Plumbing, Manchester, NH at an amount of \$14,993. Motion by Comm. Pappas, second by Comm. Holden.

Supt. Dionne explained that the dryers were changed and the existing vents that pass through seven floors were not sufficient in size to prevent dryer fires. The new vent exhaust system will stop the heat at the source and prevent dryer fires. He added that this is included in the FY13 budget based on a consultant's advice relative to what is needed.

Motion carried.

Bid # FY13-08 – Supervisor & Officer Uniform Set-up

**Motion:** To approve Bid # FY13-08 for Supervisor & Officer Uniform Set-ups for the DOC, and to award the bid to Huntress Uniform, Valley St., Manchester, NH, noting that it was the lowest responsible bidder meeting the specifications. Motion by Comm. Holden, second by Comm. Pappas.

Supt. Dionne added that while Neptune Uniform, who submitted a slightly higher bid, has always treated the facility well, this is the lowest bid and it allows the DOC to bring the purchases to a local vendor; Neptune is located just down the street and it will allow the officers to go there for fittings and alterations.

Motion carried.

Comm. Ziehm asked about how much time female inmates were out of their cells. Supt. Dionne explained that they come out at 6:30 a.m. for breakfast, then do cleaning, hygiene, clean the unit and then participate in normal activities on the housing unit. He added that minimum security inmates are out in the unit 7 or 8 hours daily, seven days a week; higher risk inmates may only be out for a couple hours a day.

## 6. Nursing Home

Mr. Moorehead presented the Nursing Home Census and reported that the Census as of August 30<sup>th</sup> was 280, which included 206 Medicaid residents, 47 Private Pay residents, and 27 Medicare residents.

Mr. Moorehead distributed a revenue update for the month of July. He reported that the budgeted room and board plus ancillary services budget for the month was \$1,872,995 and the actual revenue for the month was 1,841,069, resulting in a negative variance of \$31,926.

Mr. Moorehead reported that the Nursing Home received a letter from Health & Human Services indicating that as of August 14<sup>th</sup>, the Nursing Home's Plan of Correction was reviewed and accepted; he added that as of August 28<sup>th</sup>, the facility is back in full compliance.

Mr. Moorehead informed the Board that the Nursing Home held the 11<sup>th</sup> Annual Muscular Dystrophy Association Penny Sale the previous weekend; it was very successful and raised \$1,380, which is a new high for them.

Mr. Moorehead reported that Donna Dempsey, Director of Rehab, has temporarily assumed the role of the Director of Activities; the current Director is out on Medical Leave.

## 7. Old/New Business

Mr. Reidy addressed the Board relative to the UNH Cooperative Extension's letter expressing its interest in moving forward to pursue a proposal for the rehab and reuse of buildings 26 and 27, best known as the piggery and the kennel. He added that it has been discussed over the years as a possible location for the Cooperative Extension's offices; noting that it could provide more opportunities for the Coop as well as providing better public access. He requested the Board's consent to move forward to put a proposal together for the next budget season and asked if there is interest at the Board level.

Mr. Wenger explained that the Board went out to bid requesting proposals with respect to a number of the County properties. He noted that two bids were received the previous day and the Cooperative Extension's proposal is the third. He added that at this time, it is his understanding that Cooperative Extension is simply looking to determine if there is interest at the Board level in having the Cooperative Extension pursue the further development of a proposal with respect to those buildings. He added that he does not believe that the other two proposals include the buildings being considered by the Cooperative Extension and noted that he will have those proposals for the Board at its next meeting.

Discussion ensued relative to condition of the buildings; basic exterior maintenance has been done by the inmates from the DOC. Mr. Reidy noted that much discussion occurred at the Charrette relative to the use of the land and buildings and it was recommended that this section best be used for demonstration purposes, for educational programs, and things of that nature, so in light of that, they would like to look at those opportunities; he added that there will be increased broadband internet capacities coming into the property through a State-wide grant that the University of NH and Cooperative Extension are a part of that will facilitate better use of the property as information can be disseminated throughout the internet. The Board unanimously favored proceeding with the proposal so that it can look into possibilities and potential use of those buildings by Cooperative Extension.

Ms. Robinson presented the Board with a Letter from Jonathan Nute, Cooperative Extension Arborist, who has recommended that the large maple tree in front of the complex be removed because it is declining in health. She added that the County will be renting a lift for installing the windows on the 3<sup>rd</sup> floor of the Administration building and suggested that the lift be utilized in addressing the removal of the maple tree in question. Comm. Holden raised a concern, suggesting that the wood from the tree may have significant value. Ms. Robinson agreed to further investigate the value of the tree before proceeding. A decision will be postponed until further information is available. It was noted that Mr. Nute explained that the tree is stressed and will not recover.

Supt. Dionne informed the Board that "the individual who did the walk-away the previous week is still walking;" he added that the Sheriff's Department and surrounding Towns are looking for him. Supt. Dionne noted that the inmate is a habitual offender regarding motor vehicle charges and he panicked and took off when the Officers came to do the house check; there is a possibility he was under the influence of alcohol at the time.

Supt. Dionne informed the Board that the 46<sup>th</sup> Hillsborough County Correctional Academy will hold its graduation on Thursday, September 16<sup>th</sup>; he added that everyone is invited to attend and presented the Commissioners with individual invitations.

Supt. Dionne informed the Board that since January 1<sup>st</sup> he has had 27 Corrections Officer resignations; there are 14 attending the current academy and there are four openings. He added that the vacancies have made his overtime expense high, noted that it will be extremely high over the next couple of

months until the new Officers have graduated and are on line. He explained that he may have to ask for additional funds for salaries and wages, and will first attempt to find the funds by budget transfers within his department, and then if necessary will ask for funds from elsewhere. Supt. Dionne noted that he will be providing the Board and the Executive Committee with a report at every meeting going forward so that there is a complete understanding of how it has been necessary to utilize more overtime as well as to illustrate how the budget cuts have affected his department.

Comm. Holden informed the Board that in regard to the letter the Board received dated August 14<sup>th</sup> from Mr. Iacopino, she has looked into the Antrim Wind Project; she added that the voters rejected a large scale wind farm in November, 2011. She added that the proposed size of the project has been reduced, there is a protest group involved, and there are three proposals being considered currently. She added that the group proposing the project is continuing to work with the Town of Antrim to insure that it can maximize tax benefits throughout the life of the project. Comm. Holden noted that it is her belief that it is best if the Board offers no opinion relative to the project.

Comm. Holden referred to a memorandum she received as a member of the Rail Trail Committee relative to a pending purchase of land by the Town of Goffstown. The land is adjacent to Glen Lake and the Rail Trail that is near the Glen Lake boat launch; it is not adjacent to County land. She added that it is on this side of the Piscataquog River; she noted that it was discussed in August by the Conservation Commission who supports the Selectmen's efforts toward the Town purchasing the land for a purchase price of \$1.

Comm. Holden referred to an email she received that relates to NACo taking legal action along with several other groups relative to who should regulate stormwater runoff from logging roads-State and local government or the federal government. She noted that it is NACo's position that it should be the State and local groups. She added that the Clean Water Act requires EPA permits for the "discharge of any pollutant" from a "point source" which includes ditches and channels into "navigable waters of the United States." She noted that she will provide further updates as information becomes available.

Mr. Wenger informed the Board that he received one nomination for County Employee Awards. Discussion ensued relative to the lack of other nominations. It was discussed that the lack of other nominations may likely be a reflection of the lack of funds in the current budget for conference related expenses.

## **8. Public Comment**

There was no one present from the public who wished to comment.

## **9. Non-Public Session**

Comm. Ziehm entertained a motion to move into Non-Public Session as requested by Mr. Wenger and a second requested by Attorney Kirby.

**Motion:** To move into Non-Public Session with Mr. Wenger, Attorney Kirby, Mrs. Robinson and Mr. Moorehead consistent with RSA 91-A:3 II (d) relative to the sale or lease of a property, and to meet with Attorney Kirby and Mr. Wenger consistent with RSA 91-A:3 II (e) regarding a pending litigation.. Motion by Comm. Pappas, second by Comm. Holden. Ziehm-yes, Pappas-yes, Holden-yes. Motion carried.

The Board moved into Non-Public session at 9:48 a.m.

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

The Board met with Mr. Wenger and Attorney Kirby.

The Board moved out of Non-Public Session at 10:29 a.m.

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

## 10. Adjourn

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

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

The meeting adjourned at 10:30 a.m.

*Approved 9/19/2012*

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

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Date