

Regular Meeting of the  
Hillsborough County Board of Commissioners  
October 6, 2010  
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. T. Pappas, Comm. C. Holden, Comm. M. Clemons, P. Coughlin, M. Pilotte, C. Kirby, B. Moorehead, J. O'Mara, M. Castonguay, G. Wenger, and L. Stonner.

**1. Pledge to the Flag**

Comm. Pappas called the meeting to order at 10:04 a.m., followed by the Pledge to the Flag led by B. Moorehead.

**2. Administrative Business**

Commissioner Pappas noted that the Board would address administrative business at this time.

Minutes

September 8, 2010 Board of Commissioner's Meeting

**Motion:** To approve the minutes of the Hillsborough County Board of Commissioners held on September 22, 2010 Meeting. By Comm. Clemons, second by Comm. Holden. Motion carried.

Approval of Payroll Register

**Motion:** To approve the Payroll Register dated September 16, 2010 in the amount of \$1,169,959.79 subject to review and audit. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Approval of Accounts Payable Registers

**Motion:** To approve the Accounts Payable Register dated September 28, 2010 in the amount of \$11,645.75, subject to review and audit. By Comm. Clemons, second by Comm. Holden. Motion carried.

**Motion:** To approve the Accounts Payable Register dated September 30, 2010 in the amount of \$687,443.21, subject to review and audit. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

**Motion:** To approve the Accounts Payable Register dated October 5, 2010 in the amount of \$5,045,155.47, subject to review and audit. By Comm. Clemons, second by Comm. Holden. Motion carried.

Sheriff's Extradition

**Motion:** To approve the Sheriff's Extradition expense dated July 13, 2010 in the amount of \$2,693.06, noting that it has been approved by the County Attorney. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

### Bid # CIS-9-2011 – Cisco SmartNet Annual Support

Mr. Wenger presented Bid # CIS-9-2011 and explained that it is for Annual Support for Cisco SmartNet, the backbone of the County's telephone and data network. He noted that the only qualified bidder that responded is Insight Public Sector, Tempe, AZ at the price of \$43,972.75 and commented that this is a Cisco product that has to be purchased through a vendor. He noted that one of the Vendors, CVW, missed the deadline and did not submit a bid. He recommended that the Board move to address the one complying bid that was received.

**Motion:** To approve Bid # CIS-9-2011 for Cisco SmartNet Annual Support to Insight Public Sector, Tempe, AZ at the price of \$43,972.75, noting that it is the lowest responsible bidder and only bidder meeting the specifications. Motion by Comm. Holden, second by Comm. Clemons.

In response to a question from Comm. Clemons, Mr. Wenger explained that this is the County's insurance policy for support and repair of the backbone of the telephone and data system; he explained that they will come in and repair or replace switches, for example, and maintain the County's telephone system on a daily basis.

Motion carried

### 3. Public Comment on Agenda Items

There was no one present who wished to address agenda items.

### 4. Department of Corrections

Census

Supt. O'Mara presented the DOC Census, noting that as of October 1, 2010, the Census was 544, which included 493 men of whom 347 were being held pre-trial and 146 that had been sentenced. There were 51 women of whom 19 were being held pre-trial and 32 that had been sentenced.

### Bid # FY11-95 – Walk-in Refrigerator/Freezer Doors (3)

Mr. O' Mara presented Bid # FY11-95, which is for 3 Walk-in Refrigerator/Freezer Doors. He explained that this is for custom doors for the refrigeration unit. He recommended Paul's Refrigeration, Smyth Road, Hooksett, NH as the qualified bidder with a request to waive competitive bidding consistent with RSA 28:8-e, V. He explained that the bidder is experienced and has provided custom fit doors in the past and noted that the amount of air leakage prevents the DOC from storing for the duration that it is accustomed to doing. He noted that the DOC could have had this work done under the emergency provisions, but since there was time for the Board to address the bid, he brought it to the Board for approval. Mr. O' Mara read from RSA 28:8 e-V: *"If the proposed purchase is manufactured by only one company, or if it is deemed advisable to make a purchase from a specific company to reduce costs of maintaining additional parts, the County Commissioners, at the request of the department concerned, are authorized to waive competitive bidding procedures."* He recommended to the Board that it was advisable to award the bid as suggested.

**Motion:** To approve Bid # FY11-95 for the Department of Corrections for three Walk-in Refrigerator/Freezer Doors, with a request to waive competitive bidding consistent with RSA 28:8-e, V. The vendor installed one door in FY2010 and is experienced and knowledgeable and will be able to complete the project without delay at the cost of \$13,376. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. O'Mara noted that he has two items to address under Old/New Business.

## 5. Nursing Home

### Census

Mr. Moorehead presented the Nursing Home Census and explained that as of September 23 2010, the census for the Nursing Home was 283, which included 209 Medicaid residents, 49 private pay residents, and 25 Medicare Part A residents.

### Bid # 16-2010 – Healthcare Information Software Package

Mr. Moorehead presented Bid # 16-2010, which is for a Healthcare Information Software Package. He noted that the bid is for software; the research for this project began the previous March; the Nursing Home has worked cooperatively with the CIS Department and Comm. Holden. They met several times relative to the project along with M. Bucknam, the principal of CBIG, who is present at this meeting. He explained that there have also been many meetings with staff to assess what items it would want the software to provide. He noted that the lowest qualified bidder is Point Click Care, Mississauga, Ontario at a price of \$234,819, noting that it is the lowest qualified bidder, and this is a three-year quote.

**Motion:** To approve Bid # 16-2010 for the Healthcare Information Software Package to Point Click Care, Mississauga, Ontario at a price of \$234,819, noting that it is the lowest qualified bidder. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

Mr. Moorehead noted that it has been a long process. He expressed his thanks to Mr. Wenger, the CIS Department and Comm. Holden for participating in the project. He noted that the bids for wireless interface and hardware will follow. He added that a good deal of the expense for the above-mentioned software can be depreciated, thus some of the cost can be recouped through Medicaid and Medicare third parties. Mr. Wenger also expressed his appreciation for those who worked on the project and wished Mr. Moorehead and staff the best of luck on this major project that will change the way the Nursing Home operates relative to its patient records. Mr. Moorehead noted that also, Ms. Chidavaenzi surveyed the staff to access its knowledge base regarding computers and med orders as well as training needs.

Mr. Moorehead requested authorization to sign the contract with Point Click Care. There was discussion relative to the signing the contract. Comm. Clemons asked if the Board should authorize the Nursing Home Administrator to sign the contract. Discussion ensued and the Board determined that Comm. Pappas would execute the contract.

Mr. Wenger explained that there also should be a motion to authorize expenditure from the Capital Reserve Fund that has been maintained for this purpose. The Board agreed to visit this later during the meeting.

Mr. Moorehead requested that the Board approve the write-off of \$272,178.90; he noted that this relates primarily to uncollected receivables for the fiscal years 2007 and 2008; the amount under discussion falls within the standards for the industry and is within the parameters of the audit. Reasons for the uncollected receivables relate mostly to bills being rejected by Medicare.

### Accounts Receivable write-offs

**Motion:** To approve the Accounts Receivable write-off of \$272,178.90, as requested by the Nursing Home Administrator, noting that it is within the industry parameters. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

## 6. Old/New Business

Mr. O' Mara reported that on September 24, 2010, Hillsborough County Corrections held its 43<sup>rd</sup> Training Academy graduations. He requested that the Board certify the graduates pursuant to Hillsborough County Corrections, Correctional Officer Certification Policy (A-129), and presented a copy of the certificate to Comm Holden, who moved:

**Motion:** *“Having successfully completed the requirements pursuant to the Hillsborough County Corrections Correctional Officer Certification Policy (A-129), and set forth by the Hillsborough County New Hampshire Commissioners Certification Board, this Certificate Affirms the following graduates of the 43<sup>rd</sup> Hillsborough County Department of Corrections’ Training Academy as Certified Officers: Brian J. Berghorn, Robert C. Bifsha, Michael C. Crow, Joshua P. Gustafson, Justine J. Henderson, Crystal L. Levesque Alexander H, McCann, Michael P. Muise, Ryan J. O’Neil, Kyle J. Slack, Brian D. Taylor, Lyanne L. Vigneault, and David J. Wyndham, and to certify the officers who graduated from the 43<sup>rd</sup> Training Academy.”* Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. O' Mara communicated information relative to the medical/dental expense at the DOC. He noted that the expense was approximately half of what was appropriated last year, but there has been an event this year that resulted in a significant expense related to a male inmate who has been released who was being held on \$1,000 bail for a non-violent crime. The inmate was at the DOC for approximately one month before he was sent to the Emergency Room because of health complaints. A large mass was discovered on his lung; he deteriorated rapidly and ended up on life support for fourteen days. It was agreed between the involved parties to reduce the bail. Mr. O' Mara noted that these types of expenses for emergency or critical care cannot be anticipated.

Comm. Pappas recognized Register Coughlin from the Registry of Deeds. She distributed a revenue update to the Board.

Comm. Pappas recognized E. Robinson. Ms. Robinson presented copies of the brochures and poster from Careington Dental for the new County Dental Discount Program and noted that she plans to distribute press releases. Comm. Holden noted that she has sample press releases that Ms. Robinson can use.

Ms. Robinson discussed the Incentive Fund Committee meeting that will be held at this location the following day. Following discussion, it was agreed that lunch will be provided, and Mr. Wenger will ask the CIS Department to be available with a projector. Minutes will be taken by Comm. Holden. There was a general agreement that it would have been more helpful if the State had provided information earlier relative to the allocations.

Comm. Pappas recognized Mr. Reidy from the UNH Cooperative Extension. He informed the Board that H. McKinney, Administrative Assistant has left her position. J. George has been promoted to the position; 229 applications have been received to date for the open position.

M. Castonquay reported that the next meeting of the Executive Committee will be held at 9:00 a.m. on October 22<sup>nd</sup>. The meetings typically fall on the 4<sup>th</sup> Friday of each month.

Mr. Wenger reported that the Board has copies of the tax apportionment by community for FY11, noting that it provides a breakdown for the last 8 years. He referred to the spreadsheet, noting that for 3 of the past 7 years, the amount to be raised by taxes in the County has gone down; the total taxes increased between FY2004 and FY2011 by 9.6%, an average of approximately 1.3% per year. He explained that during the same time period, the budget increased 15 million dollars, or 20%. Mr. Wenger noted that while the amount to be raised by tax for the County went down for FY11, ten communities in the County have experienced an increase.

Mr. Wenger informed the Board that the County has received notice and a request from the Chemical Workers to commence negotiations for a successor agreement; he has forwarded the request to Mr. Flygare, and the Board can anticipate initiating negotiations relatively soon.

Mr. Wenger noted that the Auditors are in-house completing their work on the annual audit. The audit appears to be going well and should conclude today or the following day.

Mr. Wenger noted that a follow-up meeting was held with the Energy Consultants relative to the energy grant, and he anticipates that he will present information to the Board at its next meeting after having an opportunity to speak with Capt. Cusson at the DOC. He noted that the meeting was relatively positive with some recommendations relative to making the grant more effective, primarily at the Nursing Home.

### Complex Land Planning

Mr. Wenger noted that he did not have anything related to Land Planning to discuss at this time. Comm. Pappas noted that it is good to keep the issue on the Agenda so that the Board will continue to go forward with the planning.

Comm. Holden reported that she participated in NACo Northeast Caucus conference call relative to Aging Issues in the Northeast and an article that will be written by Christian Winebacher from Pennsylvania along with Betsy Miller in preparation for the next conference call in November. Comm. Pappas mentioned that aging issues are a significant concern for Hillsborough County; Comm. Holden indicated her agreement, noting that this is of particular concern to the County now that the State has made the Counties responsible for 100% of the non-covered share for the Nursing Homes.

Attorney Kirby requested an opportunity to meet with the Board to consult with Counsel in Recess relative to four resident payment issues at the Nursing Home and one litigation issue.

## 7. Public Comment

Comm. Pappas recognized Executive Committee Chair M. Pilotte; Mr. Pilotte noted that he hopes that the Board will be making a recommendation to Mr. Harrington relative to providing Incentive Fund Hearing materials earlier for the coming year's hearings.

Chairman Pilotte inquired about the replacement insurance program for the Retirees. Mr. Wenger explained that he has a recommendation; he noted that the Business Office has done more research and has had numerous conversations with Mr. Lunsford, and is ready to make a proposal for the Board's approval. He explained that the County sent out a letter to the retirees mid-to-late last week informing them of the change, and it is hoped that most received the letter before they received notification from Harvard Pilgrim relative to the current program ending. He noted that the Harvard Pilgrim letter had been sent sooner than been agreed.

Mr. Wenger informed the Board that the recommendation is that the County, at this time, offer the retirees the Medicare Enhanced program through Primex, through Harvard Pilgrim; it is the program that the retirees were previously enrolled in and that they are familiar with. He noted that Primex has six programs that the County could offer; the recommendation is that they be offered the program that is most similar to what they had before; it has a \$0 - \$20 - \$30 co-pay for the prescriptions. He further noted that there is approximately a \$5 difference in the monthly premium between that program and one that has a \$5 deductible. He noted that in reviewing the numbers; this appears to be the best option for the retirees and it is the most consistent with what they currently have; this is a program that retirees have a right to enroll in; however, they do have the option of going elsewhere should they choose to do so. Mr. Wenger added that most retirees have a subsidy of approximately \$200 from the Retirement System. Comm. Pappas inquired if the program was competitive to which Mr. Wenger responded in the affirmative and noted that the premium will be \$476 (less the subsidy).

Mr. Wenger explained that other options include one where the premium is tiered by age, programs with a \$500 or \$1,000 deductibles, and options with lower premiums but higher prescription co-pays and non-covered charges. He provided information relative to the AARP program and explained that the program described at the last meeting is likely an enhanced-type of program that will be increasing as the Federal subsidy goes away this year. He noted that there are other options in the public sector that retirees can consider, and explained that the packet sent by Harvard Pilgrim contains other options that the retirees can review.

Chairman Pilotte inquired about those retirees who are on Medicare and whether they will be receiving a letter that indicates that the proposed program is better than, or equal to what would be available through Medicare. He noted that his concern relates to retirees not being penalized because they have not applied within the required time frame. Mr. Wenger noted that once the Board makes a decision, the Business Office will follow up with Primex to prepare the necessary information and documentation related to costs and benefits; it will then proceed to distribute the information to the retirees so that the retirees can review the materials during November and make a decision during a December open-enrollment period.

**Motion:** To offer the Hillsborough County retirees the Medicare Enhanced medical insurance program with the \$0 generic prescription drug benefit. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

## 8. Non-Public Session

Comm. Pappas suggested that the Board enter Recess at this time; she indicated that there were no requests for Non-Public Session, and entertained a motion that the Board move into recess.

**Motion:** To enter Recess with Mr. Moorehead and Attorney Kirby to consult with Counsel, and to meet with Mr. Wenger and Attorney Kirby in recess relative to litigation. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

The Board moved into Recess at 10:55 a.m.

The Board moved out of Recess at 11:27 a.m.

**Motion:** To move out of recess. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger offered additional information relative to the insurance program recommended for the retirees. He summarized by saying that the premium for Plan 30 is \$476 vs. \$419 for the \$500 deductible and \$392 for the \$1,000 deductible. Plan 30 is similar to the plan that the retirees were on previously (except for the typical annual increases). He noted that the conclusion is that the Plan 30 is the best option for the retirees.

Mr. Moorehead noted that while the County is required to provide information stating that the offered plan is comparable or better to a Medicare plan, it is his experience that it is difficult to find the best plan because each plan covers different prescriptions and there are 55 vendors contracted with the Federal Government to provide pharmaceutical services. He explained that in choosing a plan for the Nursing Home, they took the most commonly prescribed drugs and sought out plans that provide the best benefit that included reasonable coverage for those particular drugs. Comm. Clemons noted that individuals have the option of sitting down with a reputable pharmacist and noted that they are very knowledgeable and can provide good advice. Mr. Wenger noted that the provider will supply the required information.

Comm. Pappas inquired about the amount of the increase. Mr. Wenger responded that the premium will go from \$259 to \$476, and noted that the majority do have the subsidy.

Mr. Wenger noted that a motion is required to authorize expenditure from the Capital Reserve Fund for payment of the Nursing Home software project. He noted that the Delegation gave the Board the authority to make expenditures from the account, and at this point, it would be appropriate to authorize the Nursing Home Administrator to spend up to \$135,000 for the purchase and implementation of an electronic data system for the Hillsborough County Nursing Home.

**Motion:** To authorize the Nursing Home Administrator to spend up to \$135,000 from the Capital Reserve Fund for the purchase and implementation of an electronic data system for the Hillsborough County Nursing Home. Motion by Comm. Clemons, second by Comm. Holden. Motion carried.

**Motion:** To authorize the Chair to execute the contract for the Point Click Care software. Motion by Comm. Holden, second by Comm. Clemons. Motion carried.

## 9. Adjourn:

Comm. Pappas asked the Board if it wished to address any other business; there being none, a motion to adjourn was entertained.

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

The meeting adjourned at 11:39 p.m.

*Signed 10/20/2010*

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Comm. Michael Clemons, Clerk  
Hillsborough County Board of Commissioners

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Date