

Regular Meeting of the  
**Hillsborough County Board of Commissioners**  
**October 26, 2015**  
Bouchard Building, Goffstown, NH  
**Minutes of the Public Session**  
(Not Official until Approved by the Board and signed by the Clerk.)

**Present:** Comm. Ziehm, Comm. Holden, Comm. Pappas P. Coughlin, D. Dionne, G. Fisher, C. Kirby, M. Montminy, G. Wenger, and L. Stonner.

**1. CALL TO ORDER**

The meeting convened at 9:05 a.m.

**Pledge of Allegiance**

Comm. Pappas led the Pledge of Allegiance.

**2. ADMINISTRATIVE BUSINESS**

**Approval of Minutes**

**Motion:**

To approve the minutes of the Board of Commissioner's Regular Meeting held on October 14, 2015. Motion by Comm. Pappas, second by Comm. Ziehm. Motion carried.

**Miscellaneous Payroll**

**Motion:**

To approve Supplemental Payroll Registers for the following dates in the following amounts:

- October 14, 2015           \$ 2,942.22
- October 22, 2015           158.18
- October 23, 2015           1,226.14

for a total Supplemental Payroll of \$4,326.54, subject to review and audit. Motion by Comm. Pappas, second by Comm. Ziehm. Motion carried.

**Regular Payroll**

**Motion:**

To approve a Regular Payroll dated for October 22, 2015 for the amount of \$1,137,061.15, subject to review and audit. Motion by Comm. Pappas, second by Comm. Ziehm. Motion carried.

**Accounts Payable**

**Motion:**

To approve Accounts Payable dated October 23, 2015 in the amount of \$399,001.18, subject to review and audit. Motion by Comm. Pappas, second by Comm. Ziehm. Motion carried.

Comm. Holden joined the meeting.

### **3. PUBLIC COMMENT ON AGENDA ITEMS**

There was no one from the Public who wished to comment on Agenda Items.

### **4. DEPARTMENT OF CORRECTIONS**

#### **Census**

Supt. Dionne presented the Department of Correction's (DOC's) Census as of October 20, 2015; the total in custody was 473, of whom 463 were in-house. The Census included 382 men; 119 had been sentenced and 263 were being held pre-trial. There were 91 women; 32 of the women had been sentenced and 59 were being held pre-trial. Supt. Dionne added that the DOC was holding 28 female inmates from Rockingham County. He informed the Board that 148 individuals were diverted through the Mental Health Courts; 72 were from Manchester and 76 from Nashua, and there are 10 in the community.

#### **Overtime Impact Report**

Supt. Dionne observed that the Overtime Impact Report for the current Fiscal Year was included in the Board's packet

### **5. NURSING HOME**

#### **Census**

Mr. Moorehead has been detained and will be late. The Nursing Home Census was provided in the Board's packet.

Comm. Ziehm recognized Chief Deputy Fisher. He updated the Board regarding the hiring process and noted that the Sheriff's Department received 48 applications during the most recent application process; the physical agility testing was held the previous Friday; 26 of the applicants did not show up. Additionally, there were 5 who withdrew prior to the exam and 7 who failed the test. He added that that leaves 10 candidates for the oral boards that will be held the following Thursday.

Register Coughlin was recognized. She indicated that she had nothing to report.

The Board moved on to address Old/New Business.

### **6. OLD/NEW BUSINESS**

Mr. Wenger noted that he provided the Commissioners with the schedule for NHAC Annual Conference.

There was discussion relative to the 30-day requirement for reporting the Nominating Committee's slate of NHAC officers. Mr. Wenger noted that the By-Laws require that the slate of officers be posted for the General Membership at least 30 days in advance of the Annual Meeting. Discussion ensued relative to the requirement not being met. Mr. Wenger noted that it is possible to move to waive the By-Laws.

Comm. Ziehm expressed her concern and noted that there is a lack of respect for the process. She indicated that she has received no notices of meetings and no phone calls. She added that on one occasion

she was called to the back of the room for a brief meeting at which time she was told what they were doing. Further discussion ensued.

Mr. Wenger requested a Non-Public Session relative to negotiations and Comm. Ziehm requested a Non-Public Session relative to compensation.

In response to a question from Comm. Ziehm relative to the RFQ for real estate, Mr. Wenger explained that a Building Committee was appointed the previous Friday and added that he will follow up with the Chair of the Sub Committee. He added that he has spoken with the respondent and is hoping to be able to arrange a meeting within the next few weeks.

## **7. NON-PUBLIC SESSION**

### **Motion:**

To enter Non-Public Session consistent with RSA 91-A-2: I (b) relative to negotiations, and then to meet consistent with 91-A:3 II (a) relative to compensation. Motion by Comm. Pappas, second by Comm. Holden. Comm. Ziehm-yes, Holden-yes, Pappas-yes. Motion carried.

The Board moved into Non-Public Session at approximately 10:14 a.m.

The Board met with Attorney Kirby and Mr. Wenger to discuss an employee compensation issue. No action was taken.

The Board met with Mr. Wenger and Attorney Kirby regarding the status of Union negotiations. No action was taken.

The Board moved out of Non-Public Session at 10:27 a.m.

### **Motion:**

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

Mr. Wenger presented information relative to Mr. Moorehead's request for position changes. He explained that the request is to switch six Part-Time LNA positions to LNA Per Diem Positions. He noted that the reasons for the request include:

- There has been an increased interest in LNA's wanting per diem hours
- Fewer LNA's are looking for Part-Time and the vacant positions cannot currently be filled
- The current Part-Time & Per Diem LNA's are working less hours which causes the facility to need additional LNA's to fill holes

Mr. Wenger noted that changes include the following position numbers:

- 301212019
- 301212025
- 301212026
- 301212028
- 301212029
- 301212030

**Motion:**

To approve Mr. Moorehead's request to switch six Part-Time LNA positions to six LNA Per Diem Positions, as stated by Mr. Wenger. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

**8. ADJOURN**

**Motion:**

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

The meeting adjourned at approximately 10:35 a.m.

*Approved on November 10, 2015*

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Comm. Toni Pappas, Clerk  
Hillsborough County Board of Commissioners

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Date