

Regular Meeting of the
Hillsborough County Board of Commissioners
November 10, 2015
Bouchard Building, Goffstown, NH
Minutes of the Public Session
(Not Official until Approved by the Board and signed by the Clerk.)

Present: Comm. Holden, Comm. Pappas, D. Hogan, G. Fisher, L. Gero, C. Kirby, M. Montminy, B. Moorehead, D. Reidy, M. Castonguay, G. Wenger, and L. Stonner.

1. CALL TO ORDER

The meeting convened at 9:07 a.m.

Pledge of Allegiance

Attorney Hogan 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 26, 2015. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Miscellaneous Payroll

Motion:

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

- October 26, 2015 \$ 12,456.67
- November 5, 2015 77.98
- November 6, 2015 1,870.50

for a total Supplemental Payroll of \$14,405.15, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Regular Payroll

Motion:

To approve a Regular Payroll dated for November 5, 2015 for the amount of \$1,102,630.83, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Accounts Payable

Motion:

To approve Accounts Payable dated November 9, 2015 in the amount of \$6,759,791.78, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

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

Ms. Montminy presented the Department of Correction's (DOC's) Census as of November 3, 2015; the total in custody was 461; 451 were in-house and 10 were in the community. The Census included 370 men; 123 had been sentenced and 247 were being held pre-trial. There were 91 women; 35 of the women had been sentenced and 56 were being held pre-trial. Ms. Montminy added that there are 3 active Weekenders, as well as 2 participating in the Pre-Trial Services program and the DOC was holding 34 female inmates from Rockingham County. She informed the Board that 148 individuals were diverted through the Mental Health Courts; 72 were from Manchester and 76 from Nashua.

Overtime Impact Report

The Overtime Impact Report for the current Fiscal Year was included in the Board's packet

5. NURSING HOME

Census

Mr. Moorehead reported that the Census at the Nursing Home as of November 5th was 283; it included 217 Medicaid residents, 29 Private or self-pay residents and 37 Medicare or Part A residents.

Bid # 06-2016 – Boiler Isolation Valves

Mr. Moorehead presented Bid # 06-2016 and explained that this bid is for boiler isolation valves. He recommended that the bid be awarded to Eckhardt & Johnson, Manchester, NH. It is the lowest responsible bidder at a price of \$7,097.

Motion:

To approve Bid # 06-2016 for boiler isolation valves, and to award the bid to Eckhardt & Johnson, Manchester, NH, at a price of \$7,097. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

October Revenue

Mr. Moorehead presented the unaudited Revenue for October, 2015. He explained that the budgeted Revenue for Room & Board and ancillaries for September was \$1,978,031 while the actual was \$1,995,004, which resulted in a positive variance of \$16,973.

Year to Date Revenue

Mr. Moorehead noted that the unaudited budgeted year-to-date Revenue for Room & Board and ancillaries is \$7,912,124 while the actual is \$7,719,473, which resulted in a negative variance of \$192,651. He added that MQIP is represented on the report; the budget for MQIP is \$837,500 while the actual received revenue was

\$866,481 which results in a positive variance of \$28,981. He noted that the total of all revenues received to date represents a deficit of \$163,670. He added that he is hopeful that the census will continue to increase.

In response to an inquiry from Comm. Holden, Mr. Moorehead indicated that he has no knowledge of how the MCO's will fund the County Nursing Homes. Mr. Moorhead indicated that the ProShare piece of the funding is the major concern. He added that he is hearing that the July 1, 1916 date for implementation of Phase II is likely to be postponed until July 1, 2017.

Comm. Pappas noted that at the recent NHAC Commissioner's meeting, it was noted, for the benefit of the lobbyists, that Hillsborough County would like to have the implementation of Phase II postponed. Comm. Holden noted that she also conveyed the same message.

Correctional Officers Certification

Ms. Montminy provided a Certificate for the recent Corrections Officer Academy graduation, which Comm. Holden read into the record; it is titled:

"Hillsborough County, New Hampshire Commissioner's Certification Board."

It reads:

"Having successfully completed the requirements pursuant to the Hillsborough County Department of Correction's Correctional Officer Certification Board, this Certificate Affirms the following graduates of the 54th Hillsborough County Department of Correction's Training Academy as Certified Correctional Officers:

<i>Anahi V. Aguilar</i>	<i>Joshua R. Guerrero</i>
<i>Charles L. Aikey</i>	<i>Daniel K. Hermanson</i>
<i>Matthew B. Blanchette</i>	<i>Justin A. Hubbard</i>
<i>Crystal L. Casanas</i>	<i>Cory j. Marchand</i>
<i>Trip Chebook</i>	<i>Jeremy R. Montecalvo</i>
<i>Gerald E. Desrochers</i>	<i>Beatriz Sanchez</i>
<i>Ryan S. Gagnon</i>	<i>Michael A. Walters</i>
<i>Meghan B. Goldthwaite</i>	<i>Patrick R. Yahmian</i>

In witness whereof the signatures are hereunto affixed on the ninth day of October in the year of 2015."

The Certificate was signed by Commissioner Toni Pappas and Commissioner Carol Holden and will be presented to Sandra Ziehm, Commissioner for signature at a later date.

6. OLD/NEW BUSINESS

Attorney Hogan recognized. He indicated that he had nothing to report, but would like to meet with the Board in Non-Public session relative to the hiring of 2 new employees.

L. Gero was recognized. She indicated that she had nothing to report.

D. Reidy was recognized. He indicated that he had nothing to report.

Mr. Wenger requested that the Board approve the "Request for Release of Funds and Certification" for Grant #15-406-CDPF; it is for the CDBG grant for the YMCA project. He noted that it is a \$500,000 project; \$475,000 will be granted for the benefit of the YMCA. During the process, the County has completed an environmental review and it is his understanding that the YMCA will obtain all the required permits; he noted that an environmental impact statement under the National Environmental Policy Act of 1969 is not required. Mr. Wenger explained that he has the completed study.

Mr. Wenger indicated that the notice of the “*Request for Release of Funds and Certification*” has been posted in the Union Leader on October 23, 2015 as well as at the County Courthouse on Chestnut Street in Manchester, at the Registry of Deeds’ office on Temple Street in Nashua and at the Bouchard Building. There was an open period for public comments that closed the previous day, November 9th at 2:15 and he is not aware that any public comments have been obtained. He requested that the Chair be authorized to sign the request and added that the signed request would be forwarded to the CDFA, which in turn will have a public comment period after which the grant should move forward.

Motion:

To approve the “*Request for Release of Funds and Certification*” for the YMCA CDBG Grant 15-406CDPF through the CDFA, and to authorize the Chair to sign the Release of Funds and Certification documents. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Temple Street

Mr. Wenger informed the Board that he is proposing an addition to the project related to security at Temple Street for the Board’s approval. The plan would move 2 employees that work in the Plan Department in the lower level of the building and consolidate them with employees on the 1st floor; the plan would bring all employees to the same floor and place them behind locked doors resulting in improved flow, better communication and enhanced security. The project involves putting up an approximately 8 foot high partition wall that would serve as a barrier. The wall allows for an egress door as well as a customer service window. Mr. Wenger noted that he anticipates the cost to be between \$2,000 and \$3,000, and will be offset by the elimination of a previously approved glass door.

Motion:

To approve the proposed renovation at 19 Temple Street and to move forward with the project on the first floor. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger noted that County labor will be used to complete the project in house.

Kennedy Hill

Mr. Wenger reported that there have been a number of issues at Kennedy Hill that include dumping and vandalism. He noted that the County is working with Eversource relative to replacement of its gate that was destroyed. He explained that staff took several loads to the dump including a sofa. He added that it appears that individuals are building trails and may have impacted some of the historic stone walls, and there is an indication that there have been campfires set.

Mr. Wenger requested that the Board approve posting signs that indicate that the property is only open from dusk to dawn, that there is no dumping, no fires, no unauthorized vehicles, and no alcohol. He added that he is hopeful that once the gate is replaced there will be less access and vandalism.

Mr. Wenger noted that a hunter’s ground blind was discovered at the edge of the trees near the field across from the County Complex and it was facing toward the Complex. He added that the Police were contacted; the blind was taken down, and the materials were given to the police, who in turn returned them to the owner.

Holiday Schedule

Mr. Wenger presented a Holiday Schedule for 2016 and noted that the schedule follows the same holidays as in previous years with updated dates.

Motion:

To approve the proposed 2016 Holiday Schedule. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. Wenger recommended that the Board eliminate two positions that are vacant in light of the change and addition of two positions in the Commissioner's Office of Administration & Finance. The positions to eliminate are: the Account Clerk II, Position # 400541002, and the Director of Human Services, Position # 101842001

Motion:

To eliminate the Account Clerk II, Position # 400541002, and the Director of Human Services, Position # 101842001. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

7. NON-PUBLIC SESSION

Motion:

To enter Non-Public Session consistent with RSA 91-A-3: II (b) relative to the hiring of employees. Motion by Comm. Pappas, second by Comm. Holden. Holden-yes, Pappas-yes. Motion carried.

Comm. Holden asked to postpone the Non-Public Session to allow Mr. Moorehead to present additional information.

Mr. Moorehead informed the Board that as of November 1st, any Nursing Home staff member who has not received a flu shot is required to wear a mask when in a patient unit. He added that there is a policy in place to address that.

Mr. Moorehead noted that the Nursing Home is close to reaching a draft contract with Harvard Pilgrim Healthcare to provide services to those employees who have either Long-Term or Short-Term care. He added that Attorney Kirby has reviewed the Contract and her recommendations have been incorporated, but Harvard Pilgrim will not agree to a 90-day Out Clause Without Cause because of their concern that there may be patients whose insurance would lapse. Mr. Moorehead expressed his belief that it is a good agreement and that it should be approved. He requested the Board's approval.

Following discussion, the Board agreed to approve the contract; the Chair was authorized to sign the agreement.

Motion:

To approve the Harvard Pilgrim contract and authorize the Chair to sign the contract. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

The Board confirmed that its next meeting is scheduled for Wednesday, November 25th.

The Board moved into Non-Public Session at approximately 9:47 a.m.

The Board met with Attorney Hogan and Mr. Wenger to discuss a personnel issue. No action was taken.

The Board moved out of Non-Public Session at 9:55 a.m.

Motion:

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

Motion:

To approve the appointment of Nicole Schultz-Price as Assistant County Attorney noting that the appointment will also be approved by the Attorney General. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Motion:

To approve the appointment of James B. Bolton as Assistant County Attorney noting that the appointment will also be approved by the Attorney General. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. Wenger informed the Board that he will follow up with the Board relative to a date to meet with the Building Sub Committee.

8. ADJOURN

Motion:

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

The meeting adjourned at approximately 9:59 a.m.

Approved 11/25/15

Comm. Toni Pappas, Clerk
Hillsborough County Board of Commissioners

Date