

**Hillsborough County Executive Committee  
Hillsborough County Nursing Home  
Goffstown, NH  
October 21, 2011**

**Present:** Representatives: C. Seidel, J. Ulery, J. Belanger, B. Belvin, J. Cebrowski, R. Day, L. Gagne, D. Hinch, D. Hogan, W. Hutchinson, N. Kurk, S. Palmer, D. Robbins, B. Shaw, S. Vaillancourt, M. Villeneuve, R. Whitehead, Also present: Commissioners S. Ziehm, C. Holden, P. Coughlin, Register of Deeds, D. Dionne, C. Kirby, B. Moorehead, D. Reidy, M. Castonguay and G. Wenger.

Members absent: Rep. Barry (sick), Rep. Garrity, Rep. Gidge and Rep. Stepanek.

Chairman Seidel called the Executive Committee Meeting to order at 9:05 PM and the Committee recited the Pledge of Allegiance to open the meeting.

Motion by Rep. Belanger, second by Rep. Hinch to approve the September 23, 2011, Executive Committee Minutes as amended. On a voice vote motion adopted.

**Transfers**

Motion by Rep Ulery, second by Rep. Hogan to approve Budget Transfer #2012-05 in the amount of \$100,000 from Department of Corrections Salaries/Wages to Overtime Wages. On a voice vote motion adopted.

Motion by Rep. Belanger second by Rep. Day to approve Budget Transfer #2012-06 in the amount \$25,449 from Contingency to Department of Corrections Salary/Wage Line and roll up lines. On a voice vote motion adopted.

Motion by Rep. Belvin second by Rep. Gagne to approve Budget Transfer #2012-07 in the amount of \$145,500 from Department of Corrections Fuel Oil to Gas/Heat/Cooking. On a voice vote motion adopted.

Chairman Seidel stated if anyone would like to see the appropriation control report see Marcia.

Rep. Belanger thanked Attorney Kirby for all the research she did on the Goffstown taxes noting she did a very good job.

**Nursing Home Update Revenue and Staffing Changes**

Mr. Moorehead distributed an update of the newly approved positions for F/Y 12 and how these positions relate to the revenue numbers. All the positions on the list have been filled except for a Rehab Tech. After a discussion with the Director of Rehab, Mr. Moorehead does not think this position needs to be filled. He noted that in prior years it has been very difficult to recruit a Speech Therapist and a Physical Therapist. Mr. Moorehead stated that a first quarter revenue summary has been distributed noting that these figures are un-audited and he reviewed the document. A lengthy discussion ensued regarding the review for the first quarter finances, and potentially the rest of FY 12.

Chairman Seidel stated that after the Executive Committee meeting the members that were appointed to the work study groups will meet. Members of the various groups will be giving a brief update on the work that has been done in their respective groups.

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A discussion ensued regarding FY 13 budget and how the cuts for next year will effect the various county departments.

Mr. Moorehead noted that there was a certification and licensure survey recently done at the Nursing Home and noted there were only 2 minor deficiencies that were quite low and reasonably easy to fix.

Lengthy discussion ensued regarding the new software at the Nursing Home and how it will enhance the payback on the County's investment.

**Use of County Land**

Motion by Rep. Gagne, second by Rep. Belanger Consistent with RSA 28:8d to Approve the Use of County Land by the Goffstown Police Department. On a voice vote motion adopted.

**Register of Deeds**

Mrs. Coughlin gave an update on the revenue to date. Lengthy discussion ensued.

**Treasurer Report**

Mr. Burns gave a Treasurers report and summary to explain what he has been doing to enhance the revenues. He distributed a draft of what will be in the September financial report. He stated that there is \$14,000,000 in excess and over 10% of it is getting 2% interest and next month the interest rate should be better. He reviewed the target accounts and stated that some of these accounts include the money to use within this year's budget noting that the excess from these accounts is the actual excess funds. He reviewed all the various accounts that are listed on the financial reports. Lengthy discussion ensued which included a summary of the "Shattuck report" by Rep. Vaillancourt.

Rep. Kurk suggested that the Chairman appoint a committee to work with the Treasurer regarding investing money from the county to explore the options for investments. He suggests that the appointed committee meet in non public to discuss the issue and report back to Executive Committee. Chairman Seidel will take this suggestion under advisement. Lengthy discussion ensued regarding surplus.

Brief discussion regarding the FY10 audit report.

**Old/New Business**

Rep. Robbins made some suggestions for the Memorandum of Understanding from the AOC with regards to Video Conferencing.

Rep. Belanger suggested the work study attendees should receive mileage for their trips to these meetings. Motion by Rep. Belanger, second by Rep. Robbins that the assigned attendees receive mileage (not per diem) for their attendance at their respective meetings. On a voice vote motion adopted. Rep. Kurk voted against the motion. Brief discussion ensued.

Rep. Belanger questioned the Board of Commissioners regarding the search committee for the new Superintendent, he asked if the minutes were sealed, Commissioner Ziehm stated they are not sealed and Mr. Wenger is currently working on selecting the members of the committee. Mr. Wenger stated that interested entities who work with the Department of Corrections will be on the committee. Primex will

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be the facilitator for this committee. Rep. Belanger asked if there would be a member of the Delegation on the search committee? Mr. Wenger stated that the Board of Commissioners have not discussed or made that decision yet.

Rep. Shaw offered praise to the Board of Commissioners and the Elected Officials for the program that was established by the Department of Corrections for the mentally ill, she also praised the former Superintendent, Mr. James O'Mara, for his participation in this program. Rep. Shaw was referring to an article that was distributed today regarding the program.

There was a discussion regarding the Executive Committee absentees from the monthly Executive Committee meeting.

Chairman Seidel talked briefly about the work study groups noting they are working well.

Motion by Rep. Hogan, second by Rep. Hinch to adjourn.

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Rep. Gail Barry, Clerk  
Hillsborough County Executive Committee

Date \_\_\_\_\_  
Approved \_\_\_\_\_